



Surveyors Registration Board of Victoria

Frequently Asked Questions - FPET

How does a Licensed Surveyor achieve Risk Management Points?

As licensed surveyors are aware, there is a mandatory requirement for at least **one FPET point** in Risk Management in 2006. The Board sees this risk management point as covering many possible subject areas in addition to the obvious ones such as liability and Occupational Health and Safety. The Board believes that other examples of activities that would fill the risk management category would include: *training in new accounting software, maintaining effective client relationships, learning to grow your business, staff retention and career management.*

10 November 2006

Is there a maximum point per day?

There is no longer a maximum on the number of points that may be gained at a daily activity.

What is the Board's policy on DVD / Video viewing?

Following requests by several licensed surveyors and professional societies, the Surveyors Registration Board of Victoria (the Board) has determined that FPET points can now be gained by viewing DVD/Video recordings of FPET seminars, workshops and conferences. This has obvious advantages for licensed surveyors based interstate and overseas, and will also significantly reduce the cost of attending FPET events for Victorian rural and regional licensed surveyors.

The Board recommends that any DVD/Video recordings of FPET events should be made available together with any printed notes distributed at the original event. Any questions from licensed surveyors after having viewed the recordings should be dealt with in an appropriate manner (e.g. by telephone, fax or email) by the respective FPET presenters.

For overseas and interstate based licensed surveyors, the Board will permit recordings to be provided to them on an individual basis.

For Victorian rural and regional members of professional surveying societies, the Board will permit recordings of previous FPET events to be shown at local meetings—as long as they are structured activities and there is a suitable forum for questions and discussion.

The Board has also determined that FPET recordings may be made available to surveying firms with two or more surveyors (e.g. two licensed surveyors or a licensed surveyor and a trainee) for in-house FPET activities. Again, any questions following viewing of the recording should be forwarded to the FPET presenter.

The Board will not, however, permit FPET points to be gained by unstructured personal viewing of DVD/Video recordings by individual Victorian licensed surveyors.

Finally, the Board will leave issues such as the cost of recordings and certification of FPET point achievement, to the FPET providers concerned.



25 September 2006

How many points does a LS require in Cadastral Survey Practice per year?

At least **7 of the 15 points** must be gained in the category of *Cadastral Survey Practice* specific to Victoria and at least **1 of the 15 points** must be gained in the subject of *risk management* in the Professional Practice category.

18 March 2006

What points do I get for presentations to University students on cadastral matters?

These presentations can be classed as cadastral survey practice at 1 point per presentation.

How many years can supervision of a graduate in PTA be claimed?

Supervision concludes when the required training days has been undertaken however if all projects or folios have not been completed then supervision continues until their satisfactory completion.

FPET points for supervision may be claimed at 1 point per year up to a maximum of 3 years for each graduate.

If a graduate commences a PTA in March and completes the training days in November of the following year then one point may be claimed in each FPET year. If the graduate takes a further 10 months to complete the folios and projects then an addition one point may be claimed in the third FPET year.

Does membership of a cadastral focussed committee of a professional organisation enable a claim for FPET points in the category cadastral survey practice?

An application is required for approval of cadastral survey practice points in relation to membership of a cadastral focussed committee.

27 February 2006

Will the Board grant FPET points for professional self-study activities such as learning new surveying procedures or gaining expertise in the use of CAD and business accounting software?

The Board **will not** accept self-study activities by licensed surveyors as a valid form of FPET since:

1. they cannot be verified; and
2. they are not considered to be a '**structured activity**' under the FPET guidelines which must have a nominated presenter, a formal program of study, and an opportunity for discussion between participants and presenters.

However, the Board will grant FPET points for any structured activities (upon the production of proof of attendance if audited), such as technical seminars or training courses, that deal with learning new surveying procedures or software packages that would be needed by licensed surveyors in the course of conducting their business. For example, a 6-hour CAD or MYOB training workshop would be self-assessed as 6 points, while a 2-hour seminar on MGA



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procedures (for example) would receive 2 points. There is no limit to the amount of FPET points that may be gained through these types of activities.

Is the Board considering hosting FPET weekends for Victorian rural and regional surveyors as already occurs in NSW?

The Board will examine how FPET progresses in Victoria in the first two years of operation before returning to this issue. In the meantime, the Board recognises that opportunities now exist for potential FPET providers to conduct such activities.

What points do I get for attending an ACSV, ISV or SSI meeting in Melbourne or at a regional centre?

These meetings would normally satisfy the requirements for a structured FPET activity (see section 6), and it is envisaged that professional societies will be easily able to assess and publish the FPET points and categories for their events in advance.

The local municipal council is hosting a half-day forum to update licensed surveyors and property developers on its new planning scheme. How many FPET points will I get for that?

This is an example of an FPET activity that is hosted by an external provider and would clearly be important for local licensed surveyors to attend. In this case, the licensed surveyor can make a self-assessment of the FPET points (3 for a structured half-day activity) and the FPET category (Development Planning). It will be important to keep any documentation concerning the type, duration and content of the meeting — as well as requesting some form of certification of attendance from the council.

I am a licensed surveyor and I propose taking six months absence from work on maternity leave around the birth of my child. What should I do about FPET while I am on leave?

This issue is not new to members of our profession and some licensed surveyors have chosen to maintain their professional development during such periods. On the other hand, the Board considers it would be quite reasonable for a licensed surveyor in these circumstances to request a pro rata exemption from FPET during the period of absence from the workplace.

I am registered as a licensed surveyor in both Victoria and Queensland, and I spend approximately 6 months in each State conducting my business. Can I apply and receive a pro rata exemption from the FPET requirements in Victoria on the grounds that I only spend half my time here?

This is different to the previous case above, and the Board considers that licensed surveyors in this situation must still satisfy the full FPET requirements each year if they wish to retain their Victorian registration. While the Board accepts that FPET points may be gained outside Victoria in categories other than Cadastral Survey Practice, licensed surveyors based interstate for part of the year should liaise with their professional societies and other FPET providers to determine when approved Victorian Cadastral Survey Practice FPET will occur. To facilitate this communication, the Board will publish details of all FPET activities that it is aware of on its website at: www.surveyorsboard.vic.gov.au



How do licensed surveyors based overseas permanently or for several years get their Victorian Cadastral Survey Practice FPET points?

This is a difficult issue. The only option at this time for absences greater than two years is for licensed surveyors to surrender their Victorian registration, and then apply to the Board for restitution of their registration upon return to Victoria. The Board will examine each case upon its merits and may impose specific conditions upon registration, for example:

- requiring each cadastral survey to be checked by another licensed surveyor for a specified period of time;
- requiring attendance at specific FPET events dealing with critical subjects such as new legislation, procedures etc. that have occurred during the person's absence.

Importantly, the Board will not simply order every applicant for restitution to undergo the complete registration process again, as in many cases the applicant will have been engaged in surveying while overseas and often their technical skills and proficiency will in fact have been enhanced by international experience. So the Board does not propose to deal with such restitution applications harshly, and on the contrary aims to facilitate returning surveyors gaining full registration as soon as possible to help address the current shortage of licensed surveyors in Victoria.

Finally, the opportunity also clearly exists for potential FPET providers to develop suitable course materials that cater to the needs of overseas licensed surveyors and in particular provide the required Cadastral Survey Practice FPET points.

I am a licensed surveyor In Victoria but do not undertake cadastral surveys any more, instead being employed as an academic, public servant working outside surveying etc. I want to retain my registration and keep my license, but do I have to gain all my FPET points each year?

Yes. Under the new Act (as it currently exists) the Board does not have the power to provide different categories of registration. It is up to individual licensed surveyors to decide whether they still wish to be registered to conduct cadastral surveys — even though they no longer perform them due to changes in their employment or other interests. Licensed surveyors must then maintain their technical and professional knowledge by meeting the minimum annual FPET requirements.