

 

**Application for Registration as a Chartered Environmentalist**

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| Please read all the information relating to Chartered Environmentalist before completing this form. Please write in the first person.Please ensure that:1. the Applicant and Validators declarations have all been signed;
2. copies of appropriate certificates/course content are enclosed with your application; and
3. payment has been authorised.

**Failure to complete this form fully and accurately will delay admission.** |

**PERSONAL DETAILS**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Surname:** |  | **Forename(s):** |  | **Title:** |  |
| **Employer:** |  | **Position:** |  |
| **Home** **Address:** |  | **Work****Address:** |  |
| **Postcode:** |  | **Postcode:** |  |
| **Home Email:** |  | **Work Email:** |  |
| **Home Tel:** |  | **Work Tel:** |  |
| **Membership number:***(if known)* |  | **Which is your preferred contact address?** *(please tick)* | **Home** [ ]  **Work** [ ]  |

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| **How did you learn about Chartered Environmentalist status?** |  |

**Section A – ELIGIBILITY**

**DETAILS OF HIGHER EDUCATION**

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| --- | --- | --- | --- | --- |
| **Degree Course Title and Qualification** | **Institution/Awarding Body** | **Dates****(from – to)** | **Full or Part-time?** | **Number of Qualifying Years** |
|  |  |  | Choose an item. |  |
|  |  |  | Choose an item. |  |
|  |  |  | Choose an item. |  |
|  |  |  | Choose an item. |  |
|  |  |  | Choose an item. |  |
| Total Number of Qualifying Years / Units (see guidance document)*(A maximum of eight years only is eligible towards units)* |  |  |

**EMPLOYMENT HISTORY**

1. Please begin with the most recent.
2. Give start and end dates for each post/grade held, indicating whether full or part-time.
3. Time enrolled full-time in a qualifying course cannot be included as employment.

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| **Dates****(from – to)** | **Employer, Organisation or Client** | **Role** | **Full or Part-time?** | **Qualifying time** |
| **Years** | **Months** |
|  |  |  | Choose an item. |  |  |
|  |  |  | Choose an item. |  |  |
|  |  |  | Choose an item. |  |  |
|  |  |  | Choose an item. |  |  |
|  |  |  | Choose an item. |  |  |
|  |  |  | Choose an item. |  |  |
| Total Number of Qualifying Years / Months |  |  |
| Number of Units (see guidance document) |  |

**CONTINUING PROFESSIONAL DEVELOPMENT (CPD)**

Your CPD returns for the last three subscription years will be checked on submission. If you have not recorded and submitted your CPD on the online CPD Tool, please do so before you submit your form.

**Section B - REPORT**

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| **A – Apply your knowledge and understanding of the environment to further the aims of sustainability.** |
| A1 – *Have underpinning knowledge of sustainability principles in the management of the environment.* |
| **Relevant Evidence** (165 - 190 words) |  |
| A2 – *Apply environmental knowledge and principles in pursuit of sustainable environmental management in professional practice.* |
| **Relevant Evidence** (165 - 190 words) |  |
| A3 – *Analyse and evaluate problems from an environmental perspective, develop practical sustainable solutions and anticipate environmental trends to develop practical solutions.* |
| **Relevant Evidence** (165 - 190 words) |  |

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| **B – Leading Sustainable Management of the Environment** |
| B1 – *Promote behavioural and cultural change by influencing others in order to secure environmental improvements that go beyond minimum statutory requirements.* |
| **Relevant Evidence** (165 - 190 words) |  |
| B2 – *Promote a strategic environmental approach.* |
| **Relevant Evidence** (165 - 190 words) |  |
| B3 – *Demonstrate leadership and management skills.* |
| **Relevant Evidence** (165 - 190 words) |  |

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| **C – Effective Communication and Interpersonal Skills.** |
| C1 – *Communicate the environmental case, confidently, clearly, autonomously and competently.* |
| **Relevant Evidence** (250 – 170 words) |  |
| C2 – *Ability to liaise with, negotiate with, handle conflict and advise others, in individual and/or group environments (either as a leader or member).*  |
| **Relevant Evidence** (250 – 170 words) |  |

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| **D – Personal commitment to professional standards, recognising obligations to society, the profession and the environment.** |
| D1 – *Encourage others to promote and advance a sustainable and resilient approach by understanding their responsibility for environmental damage and improvement.* |
| **Relevant Evidence** (200 – 220 words) |  |
| D2 – *Take responsibility for personal development and work towards and secure change and improvements for a sustainable future.* |
| **Relevant Evidence** (200 – 220 words) |  |
| D3 – *Demonstrate an understanding of environmental ethical dilemmas.* |
| **Relevant Evidence** (200 – 220 words) |  |
| D4 – *Comply with relevant codes of conduct and practice.* |
| **Relevant Evidence** (200 – 220 words) |  |

**VALIDATION**

All reports must be validated by two people e.g. mentor, sponsor or supervisor, who should ideally be Chartered Environmentalists. Validators should confirm that the report represents your own work.

**Note for Validators**

You are asked to certify that:

1. You have read the report and confirm the report represents the work of the applicant;
2. To the best of your knowledge, the information contained in this report is accurate;
3. You consider the applicant to be a person of sound professional integrity; and
4. To the best of your knowledge the applicant has practiced, currently practices and will continue to practice in a manner which accords with the principles and objectives of the Society of the Environment’s Code of Ethics.

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| **FIRST SPONSOR** |
| **Name:** |  |
| **Position:** |  |
| **Are you a CIEEM member?** | Yes [ ]  No [ ]  |
| **Capacity in which you know the applicant:** (*e.g.* colleague, manager) |  |
| **Number of years you have known the applicant:** |  |
| **Address:** |  |
| **Postcode:** |  |
| **Email:** |  |
| **Tel:** |  |
| I certify I have read points 1-4 above and confirm that the report is the work of the applicant. |
| **Signed:** |  | **Date:** |  |

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| **SECOND SPONSOR** |
| **Name:** |  |
| **Position:** |  |
| **Are you a CIEEM member?** | Yes [ ]  No [ ]  |
| **Capacity in which you know the applicant:** (*e.g.* colleague, manager) |  |
| **Number of years you have known the applicant:** |  |
| **Address:** |  |
| **Postcode:** |  |
| **Email:** |  |
| **Tel:** |  |
| I certify I have read points 1-4 above and confirm that the report is the work of the applicant. |
| **Signed:** |  | **Date:** |  |

**PAYMENT DETAILS**

Please tick one box below and complete details as appropriate:

|  |  |
| --- | --- |
| [ ]  | **My invoice details are the same as my personal details.** |
| [ ]  | **Please raise an invoice with the below details:** |
| **Invoice to:** |  | **Invoice details:***(i.e. PO number)* |  |
| **Invoice address:** |  |
| **Invoice email:** |  |

**DECLARATION BY APPLICANT**

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| **DATA PROTECTION**I understand that the information contained in this form will be processed in accordance with the data protection principles enshrined in the Data Protection Bill, and under the General Data Protection Regulations (GDPR). I agree to my contact details being shared with the Society for the Environment for the purposes of establishing and maintaining registration as a Chartered Environmentalist with the Society for the Environment.I also agree that the contents of this application may be shared with CIEEM approved assessors for the purposes of assessing this application.**CONTINUING PROFESSIONAL DEVELOPMENT**I declare that I will continue to comply with the CPD requirement as laid down by CIEEM. **CODE OF ETHICS**As a Chartered Environmentalist I will:* act in accordance with the best principles for the mitigation of environmental harm and the enhancement of environmental quality;
* strive to ensure that the uses of natural resources are fair and sustainable taking account of the needs of a diverse society;
* use my skills and experience to serve the needs of the environment and society;
* serve as an example to others for responsible environmental behaviour;
* not engage in conduct involving dishonesty, fraud, deceit, misrepresentation or discrimination; and
* commit to maintaining my personal professional competence and strive to maintain the integrity and competence of my profession.

I declare that I have read and understood the Code of Ethics for the Society and will endeavour to uphold these principles in my professional capacity. |
| Signed: |  | Date: |  |

**REMOTE PRI INFORMATION**

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| Stage 2 Professional Review Interviews (PRIs) are undertaken remotely using videoconferencing software, as such please ensure you have access to the following: |
| 1. PC, Laptop or Tablet that is of the minimum specification that is detailed in Appendix D of the Applicant Guidance document.
2. A webcam, speakers and microphone.
3. A suitably private location for the duration of the interview (usually 45 – 60 mins), with a robust internet connection of at least 1.5 Mbps.
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| **A test of this equipment will be conducted with the Registration Officer in advance of your interview to confirm the suitability of your equipment for this purpose.** |
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| If you have a specific need that means you will need to be interviewed in person this can be arranged. Please note that it is not possible to guarantee that a face to face interview can be arranged in the timescales advertised and will depend on the availability of assessors and suitable venues. |
| Please confirm one of the following: |
| [ ]  | I have access to the equipment specified above and am happy to be interviewed by videoconference if successful at Stage 1 of the application process. |
| [ ]  | I have a specific need that requires me to be interviewed in person if successful at Stage 1 of the application process. |
| Please give details of the reason for this: |  |

**APPLICATION CHECKLIST**

Please tick the boxes below to confirm that:

|  |  |
| --- | --- |
| [ ]  | You have signed the declaration and dated this application |
| [ ]  | Your validators have signed and dated this application |
| [ ]  | You have included the correct invoicing details |
| [ ]  | You have spell checked your application |
| [ ]  | You have completed answers where applicable within the required word limits |
| [ ]  | You have enclosed a copy of your CV |

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| **Please return this form to:** membership@cieem.net |