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| ***NOTES FOR COMPLETING THE COMPETENCE AND COMMITMENT REPORT*** |
| This form is designed to demonstrate that you have acquired the necessary competences and commitment levels required for Engineering Technician (EngTech).  Please complete each section in full; you should not refer to any other document. This form must be totally free standing as it is the only document used in your assessment. As general guidance you will need about 2500 words in total.  Ensure that it is verified by people familiar with your work, who do not have to be either the proposer or referee of the applicant. If the experience described covers more than one employment then each section should be initialled by someone familiar with it and all should sign at the end.    Please read the relevant sections of the Engineering Council’s requirements, known as the *UK Spec* [*www.engc.org.uk/ukspec*](http://www.engc.org.uk/ukspec)and the Nuclear Institute’s Code of Conduct [*http://www.nuclearinst.com/write/MediaUploads/Policy%20Docs/Policy\_(Code\_of\_Conduct)\_revised.pdf*](http://www.nuclearinst.com/write/MediaUploads/Policy%20Docs/Policy_(Code_of_Conduct)_revised.pdf) |

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| ***PERSONAL DETAILS*** | |
| MR/MRS/MISS/MS/OTHER (please state): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | DATE OF BIRTH: |
| SURNAME: | FORENAME(S): |

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| ***MEMBERSHIP GRADE APPLIED FOR*** | | | |
| Fellow | □ | Member | □ |

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| ***COMPETENCE AND COMMITMENT REPORT*** |
| **Section A: Use engineering knowledge and understanding to apply technical and practical skills.** |
| 1. Review and select appropriate techniques, procedures and methods to undertake tasks. |
| 1. Use appropriate scientific, technical or engineering principles. |
| **Section B: Contribute to the design, development, manufacture, construction, commissioning, operation or maintenance of products, equipment, processes, systems or services** |
| 1. Identify problems and apply appropriate methods to identify causes and achieve satisfactory solutions |
| 1. Identify organise and use resources effectively to complete tasks, with consideration for cost, quality, safety and environmental impact |
| **Section C: Accept and exercise personal responsibility** |
| 1. Work reliably and effectively without close supervision, to the appropriate codes of practice |
| 1. Accept responsibility for work of self and others. |
| 1. Accept , allocate and supervise technical and other tasks |
| **Section D: Use effective communication and interpersonal skills** |
| 1. Use oral, written and electronic methods for the communication in English of technical and other information |
| 1. Work effectively with colleagues, clients, suppliers and the public and be aware of the needs and concerns of others especially where related to diversity and equality. |
| **Section E: Make a personal commitment to an appropriate code of professional conduct, recognising obligations to society, the profession and the environment.** |
| 1. Comply with the Code of Conduct of the Engineering Council and the Nuclear Institute. |
| 1. Manage and apply safe systems of work |
| 1. Undertake engineering work in a way that contributes to sustainable development. |
| 1. Carry out appropriate continuing professional development (CPD), including opportunities for this offered by your Institution, to ensure competence in all areas and at the level of future intended practice. (Please give details of CPD already undertaken and future CPD plans). |
| 1. Exercise responsibilities in an ethical manner. |

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| **CERTIFICATION** | |
| This document is a true account of my competencies and CPD. | |
| Applicant’s Signature: | Date: |

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| **VERIFICATION** | |
| This is a true account of the competencies and CPD of *Applicant’s Name*: | |
| Signatory’s Name: | Relationship to candidate: |
| Title: | Professional Qualifications: |
| Date: | Signature: |