



REnv Tech

Outline

To become a Registered Environmental Technician through the IES, you need to complete all the application stages detailed below.

1. Application

To be eligible to apply, you must:

- be a paid-up Affiliate grade member of the IES or higher membership grade;
- have a level of knowledge and skills equivalent to at least Level 3 in the Qualifications and Credit Framework of England, Wales and Northern Ireland (e.g. A Level, HE Diploma, Level 3 NVQ), or equivalent level of knowledge through professional practice;
- have at least two years' full-time relevant work-based experience;
- agree to comply with the [IES Code of Conduct](#) (pdf) and [SocEnv Professional Code of Conduct](#);
- agree to comply with the [IES Continual Professional Development \(CPD\)](#) requirements; and
- agree to the provided data handling permissions.

2. Report

To meet the requirement of Stage 2, you must submit:

- a completed application form;
- a long-form *curriculum vitae* cross-referenced to the competencies (see below);
- a report which demonstrates development and achievement with reference to the four Key Competencies and subsets (eleven in total) developed by SocEnv.

The application and report are combined and sent to the IES. If these are deemed acceptable, you will be awarded Registered Environmental Technician status. If the report does not meet the standards, it will be returned to you with guidance about what additional information needs to be submitted or you will be invited for an interview. This will likely take place online via the Zoom platform or in rare cases at the IES Office in London. If you are invited for interview, further details will be sent to you.

What is a competency?

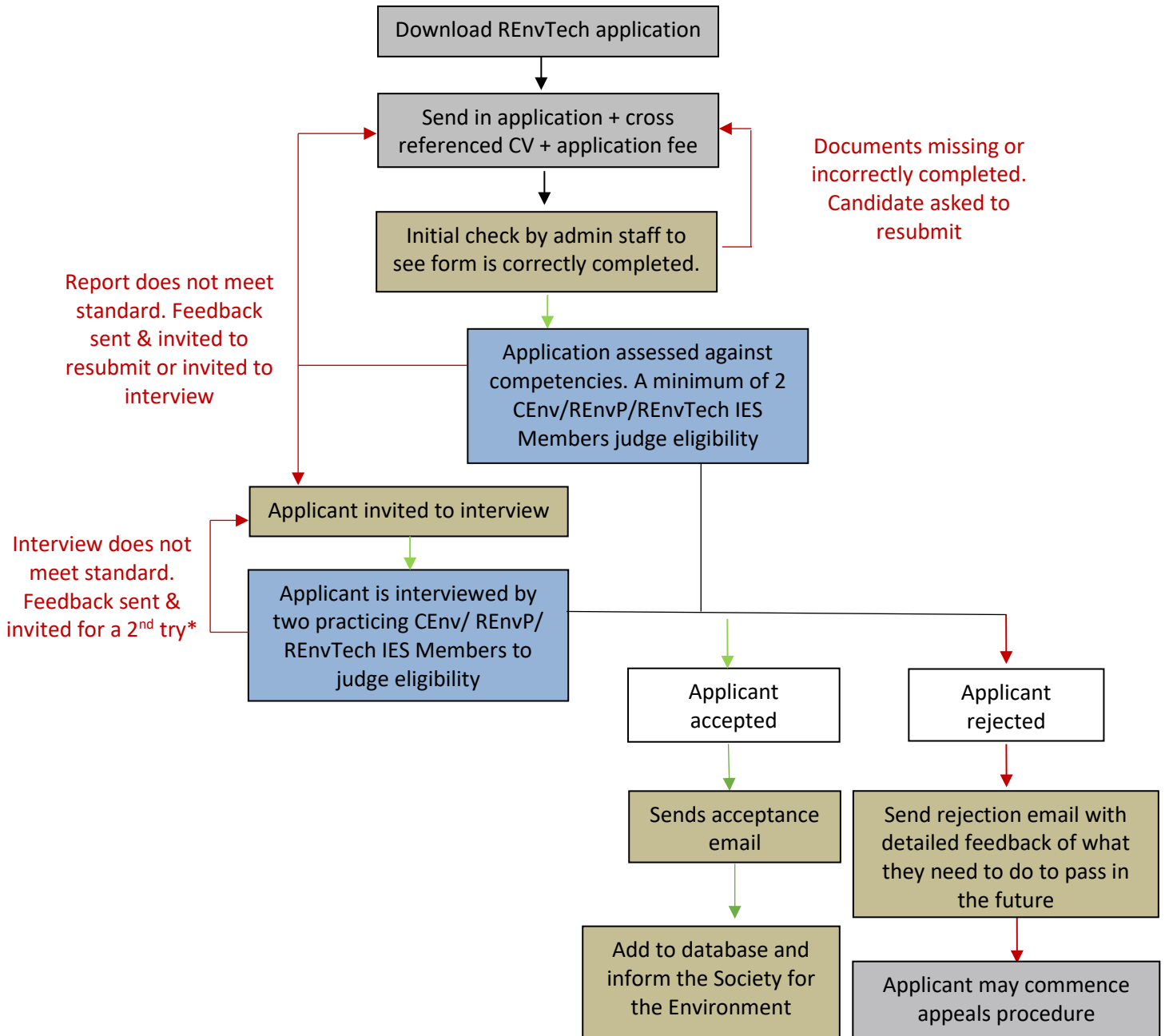
The SocEnv Competencies have been developed with the support of all the constituent organisations. IES has been very active in this process and fully endorses the concept that through the interaction of knowledge and experience a professional environmentalist can acquire competencies (skills) that supports sustainable development and environmental management in its multiplicity of forms. The four Key Competencies and their subsets used for assessment are expanded on below.

Registered Environmental Technician

Application Information



Application Process for Registered Environmental Technician



- Action by candidate
- Action by administration
- Action by assessors
- Passed stage
- Referred stage



In Depth

Meeting the Entry Standards

If you are not a member (Affiliate, Associate or Member) of the IES, you must first apply to the Institution. For information on the academic and work criteria needed for these grades, please visit www.the-ies.org/joining

The Long-form CV

You will be required to send a long-form copy of your *curriculum vitae* which should be cross-referenced to the competencies. The CV should chronologically review your career, both present and previous posts, including employment, voluntary activities and work placements. A long-form CV is usually around three pages long, although the exact length will depend on your career duration. It should include details of projects you have undertaken in each job role you have held.

The long-form CV should demonstrate the breadth of your knowledge through listing the roles and projects you have been involved in, and how you have developed your skills and experience as an environmental technician. Each position should be explicitly cross-referenced with the relevant competencies it fulfils. **A recommended structure is to list the relevant competency letters against each position.**

The Report

The report must include details of relevant projects or activities demonstrating competence relating to professional work for which you have been personally responsible. Examples should be taken from more than one project/activity.

The report enables you to demonstrate the depth of your knowledge through focusing on how you exercised specific skills and understanding in individual projects. **For most of the competencies you should discuss projects and how they prove fulfilment of a competency underneath the title of each competency sub-set.**

The report should be written in the first person with a maximum word count of 4,000 words (+/- 10% which includes competency questions). Reports that are more than 10% over this maximum word count will not be considered and will be returned for amendment and resubmission. **The word count should be noted at the end of the report.**

You will need two sponsors to sign off your report and CV and confirm that the work you discuss in your report was done by you and is accurately portrayed.

You should send an electronic copy of your application and report (if applicable), with the supporting long-form CV, to info@the-ies.org.

The assessors will reach a decision on your suitability for registration as a Registered Environmental Technician. On completion of the review, the IES will advise you of the outcome within a few days via email.

The Competencies

A	Application of knowledge and understanding of the environment to further the aims of sustainability.
A1	Understand the sustainability principles applicable to the management of the environment. <i>This normally includes the ability to:</i> <ul style="list-style-type: none">• Interpret environmental information and ideas to enable further analysis.• Be aware of the environmental nature of the area of study or work.• Be aware of the importance of maintaining and enhancing natural cycles and biodiversity.



A2	<p>Apply environmental knowledge and principles in pursuit of sustainable environmental management <i>This normally includes the ability to:</i></p> <ul style="list-style-type: none"> • Use appropriate skills to address situations that affect environmental factors. • Apply appropriate methodologies for sustainable environmental management. • Understand and work within contracts and arrangements with other stakeholders.
A3	<p>Identify, analyse, and anticipate the impact of problems and environmental trends to develop practical sustainable solutions <i>This normally includes the ability to:</i></p> <ul style="list-style-type: none"> • Demonstrate an awareness of the impact of problems. • Identify and communicate problems and contribute to their assessment. • Understand current environmental matters and trends reflecting relevant heritage where appropriate. • Identify, adapt and use appropriate methods and skills to develop practical sustainable solutions.
B	Actively support sustainable management of the environment
B1	<p>Promote behavioural and cultural change by influencing others to secure environmental improvements that go beyond statutory requirements <i>This normally includes the ability to:</i></p> <ul style="list-style-type: none"> • Be aware of and implement good practices that go beyond statutory requirements. • Support others to understand the wider environmental context. • Encourage sustainable management of the environment by highlighting issues, potential risks, benefits and opportunities, and encourage others to contribute to environmental protection and improvement.
B2	<p>Develop and maintain a strategic environmental approach <i>This normally includes the ability to:</i></p> <ul style="list-style-type: none"> • Develop and undertake some well-defined tasks to try and achieve sustainable development and environmental improvement. • Recognise the benefit of inclusion and diversity and work with others to tackle environmental challenges. • Implement environmentally appropriate techniques, skills, methods, processes and behaviours. • Be aware of, and contribute to, the management of risks to the environment, encompassing health and safety, business, and reputation.
B3	<p>Demonstrate leadership and management skills <i>This normally includes the ability to:</i></p> <ul style="list-style-type: none"> • Exercise judgement in undertaking tasks within broad but generally well-defined parameters to address common environmental and sustainability issues. • Support others to deliver environmental and sustainability objectives. • Contribute to the identification of a task and plan for its development. • Contribute to continuous environmental improvement.
C	Effective communication and interpersonal skills.
C1	Communicate the environmental case, confidently, clearly, autonomously and competently.

Registered Environmental Technician

Application Information



	<p><i>This normally includes the ability to:</i></p> <ul style="list-style-type: none"> • Support the delivery of presentations. • Contribute to debates, meetings, and discussions. • Engage with a range of stakeholders.
C2	<p>Ability to liaise with, negotiate with, handle conflict and advise others, in individual and/or group environments (either as a leader or member)</p> <p><i>This normally includes the ability to:</i></p> <ul style="list-style-type: none"> • Consider the opinions and contributions of others. • Consider the motives and attitudes of others. • Inform decision-making and support group decisions. • Recognise and raise awareness of potential conflict within groups, and tasks.
D	<p>Personal commitment to professional standards, recognising obligations to society, the profession and the environment.</p>
D1	<p>Plan, undertake and evaluate CPD activities to maintain and enhance competence in area of practice</p> <p><i>This normally includes the ability to:</i></p> <ul style="list-style-type: none"> • Plan, undertake, reflect on, and evaluate CPD activities.
D2	<p>Assess and resolve environmental ethical issues</p> <p><i>This normally includes the ability to:</i></p> <ul style="list-style-type: none"> • Support others in the resolution of environmental ethical issues. • Identify problems arising from inadequate ethical environmental practice.
D3	<p>Understand, demonstrate and advocate compliance with relevant codes of conduct and practice</p> <p><i>This normally includes the ability to:</i></p> <ul style="list-style-type: none"> • Understand and comply with relevant codes of conduct and practice.

Cost & Payments

The IES is a constituent body of the Society for the Environment (SocEnv). A proportion of the money collected from REnvTech application and subscriptions is forwarded to SocEnv and a proportion retained to cover the costs of application. Included in a successful Candidate's fee will be payment of their REnvTech status to the end of that calendar year, after which the standard REnvTech annual subscription is required.

Payment Schedule	Cost	Payment Due
Application Fee	£75	On Application
Annual Renewal fee	£25	Following January to successful acceptance as a REnvTech

Each year, a successful candidate will be required to pay their REnvTech fee and their IES membership fee.

Payments should be made by credit/debit card or bank transfer. To pay by credit/debit card, please call +44 (0)20 3862 7484. To pay by bank transfer use the following details: INST OF ENVRNMNTL SCIENCES | 08-92-99 | 65225655 (IBAN:GB20 CPBK 0892 9965 2256 55). Electronic receipts are provided for all payments.



Post Assessment

Appeals Process

The IES sees the application process as a supportive route. If you do not pass the application, the IES is committed to providing detailed feedback on particular areas to develop or improve upon to support you in achieving the REnvTech qualification in the future. This feedback will be constructive and directed towards the fulfilment of the REnvTech competencies. If you need to re-submit your report, you will be given the chance free of charge.

On the rare occasion that a candidate disagrees with the reasoning of the assessors decision, the following appeals process to open to them:

1st appeal: The candidate may appeal against the decision of the Panel. The application will be reviewed by two new panel members who were not involved in the original assessment and a decision made.

2nd appeal: A candidate who has been unsuccessful in their 1st appeal may, if dissatisfied with the conduct of the process, subsequently lodge a 2nd appeal to the Registration Authority. In these cases, the Registration Authority may initially review the case from written submissions requested from both the applicant and the IES, and may elect to hear or alternatively to reject the appeal. If it elects to hear the appeal, the Registration Authority shall appoint a panel of three of its members as a second level Appeal Panel which shall independently review the case for and on behalf of the IES.

3rd appeal: A candidate who has been unsuccessful in their 2nd appeal may, if dissatisfied with the conduct of the process, subsequently lodge a 3rd and final appeal to the SocEnv Board. In these cases, the Society's CEO and the Chairman of the Board shall initially review the case from written submissions requested from the applicant, the IES and the Registration Authority, and shall elect to recommend to the Board that it should hear or alternatively to reject the case for the appeal. If the Board elects to hear the appeal, the Board shall appoint a panel of three of its members who have not previously been involved at any level of the appeal, as a third level Appeal Panel which shall independently review the case for and on behalf of the IES. The Panel shall make its recommendations to the Board, and the Board's decision shall be final. Board Members who have been involved in other appeal levels shall not be entitled to vote on such matters.

Use of Information

The Registered Environmental Technician process may involve the provision of information that is considered confidential. The IES staff and interviewers involved in the assessment process are bound by the IES [Data Protection Policy](#) and [Privacy Statement](#).

The IES will not return any information submitted as part of an application once the assessment has taken place. Therefore, you are requested to keep copies of any material submitted. While every care will be taken with the applications, the IES cannot take responsibility for any loss or damage incurred.

Membership

If a Registered Environmental Technician is suspended from registration by the IES for failure to pay registration fees, submit CPD or any other reason, the Institution shall notify the Registration Authority of the date suspension and they will then be transferred to the list of suspended registrants. If they then become eligible for reinstatement within a period of three years following the date of notification of suspension by the Institution, this may be done without any need for re-assessment or interview. If the reinstatement is after three years from the date of

Registered Environmental Technician

Application Information



suspension, the IES will interview the person to ensure that they are still competent to be registered as a Registered Environmental Technician.

Registered Environmental Technician may transfer their registration to another licensed Constituent Body.

CPD Requirements

You are required to complete at least 30 hours of CPD each year and to submit a record of this to the IES Project Office. CPD can be (but is not limited to): lectures and seminars; conferences; courses and technical training; writing articles and papers; private study; research projects; committee work. Further details can be found at www.the-ies.org/professional_development.

Further Information

The IES staff are keen to help candidates with their application. Enquiries should be directed to info@the-ies.org or by calling +44 (0)20 7601 1920.