

GUIDELINE 5

Guidelines for Chartered Professional (Management)

11. Introduction

This document provides the criteria that will be used in assessing applicants for Chartered Professional accreditation in the general area of practice of Management.

The Management general area of practice is primarily for professionals who would formerly have qualified for Chartered Professional accreditation in one of The AusIMM's technical Core Disciplines and other professionals who are members of The AusIMM (including accountants, lawyers, mineral economists, engineers, etc), who hold management or administrative positions, where the majority of their day-to-day activities do not involve technical considerations.

Professionals for whom management forms a substantial and separate function may seek registration in Management in addition to their technical general area of practice. However, registration in Management is not warranted where managerial functions are only incidental to practice in a core technical discipline, in which case, registration should be in one or more Index Categories in that core technical discipline.

12. Criteria for Eligibility for Registration as a Chartered Professional in the Management Discipline

Applicants must possess an academic qualification (eg a four year degree), accredited or recognised by The AusIMM, or an equivalent overseas qualification, that would qualify for Chartered Professional accreditation in one of The AusIMM's Core Disciplines.

In addition to their technical qualifications and experience, applicants will need to demonstrate that they:

- have substantial experience in management
- have moved into the management or administrative position as a progression of their professional career
- have gained management qualifications or acquired acceptable knowledge and skills in other ways, and
- have maintained a satisfactory level of relevant PD during the three years prior to their application for CP accreditation (applicants will be required to certify this).

Registration in Management is available to those professionals who, in addition to satisfying the above requirements, can show that they are engaged in activities that call on their professional qualifications and experience, either directly or indirectly, and place demands on management skills, knowledge and judgement comparable to those required for a professional area of practice.

3. Areas of Practice

The following areas of practice are offered as examples of the type and consistency of experience that is generally required for registration as a Chartered Professional (Management). The list is neither exhaustive nor comprehensive and applications will be considered for areas of practice outside those listed below.

Applicants must show that their professional practice includes management, leadership or consultancy in one or more of the following categories.

Mine and mineral property valuation

A qualified professional with at least five years of experience in each of one or more of the following fields:

- independent expert valuations
- feasibility studies
- technical audits.

This specialisation would generally require similar qualifications to those acceptable for the grant of a restricted and personal financial investment advising license under the provisions of the Corporations Law.

Marketing and sales

A qualified professional with at least five years of experience in each of one or more of the following fields:

- marketing studies
- commodity studies
- product or service sales management.

Corporate management

A qualified professional with at least five years of experience in each of one or more of the following fields:

- listing and due diligence studies
- strategic planning including company acquisition
- mineral economic studies
- financial planning including budget preparation and supervision of financial accounts preparation
- corporate service on company boards in an executive or non-executive capacity
- environmental management including energy efficiency, mine-site rehabilitation and environmental regulatory compliance
- communications and personnel IT productivity management.

Tenement management and government relations

A qualified professional with at least five years of experience in each of one or more of the following fields:

- tenement management
- surveying
- resources law
- native title law and native people's relations.

Human resources management

A qualified professional with at least five years of experience in each of one or more of the following fields:

- recruitment and personnel assessment
- training and education
- personnel management.

Safety, health and risk

Implementation of workplace health and safety systems that provide for:

- hazard identification
- risk assessment
- implementation of controls
- effective monitoring
- comprehensive review.

This should be undertaken with reference to appropriate codes and guidelines. Samples of these are provided in Appendix 1.

13. The Application and Assessment Process

4.1 Required documents

All applicants must provide clear evidence that they have worked competently in Management and show that they meet the requirements described in this Guideline. Documents must be reviewed and substantiated by an experienced professional as being a true representation of their recent responsibilities.

To apply for accreditation as a Chartered Professional (Management), you must submit all of the following

- a. the prescribed application form
- b. a detailed curriculum vitae (CV) providing clear evidence that you have worked competently in the general area of practice and in the Index Category or Categories applied for, and showing that you meet the requirements described in this Guideline
- c. evidence that over the last three years you have fulfilled the PD requirements, as detailed in the PD Guideline
- d. the names of three Chartered Professional sponsors, or professionals of comparable standing in accordance with By-law 7.3, who are familiar with your qualifications and experience (at least one of whom should be a Chartered Professional [Management]) and can substantiate your CV, only one of which can be from your current employer and you must:
- e. sign a declaration that all the information you submit is a true and fair representation of your recent responsibilities
- f. furnish any other information the Board may request from you
- g. sign a declaration that all the information you submit is a true and fair representation of your qualifications and experience
- h. sign a declaration of adherence to The AusIMM Code of Ethics
- i. sign a declaration that you will adhere to the PD program

- j. pay the required application fee, if applicable.

4.2 Assessment

Your CV and PD records will be analysed for evidence that you meet the requirements for this accreditation. Each of your sponsors will be required to submit a confidential report to the Board of Chartered Professionals. You may be invited by the Board to attend an interview in support of your application.

If you are not a Chartered Professional, you will be assessed for former or current eligibility for registration under the guidelines for Chartered Professional accreditation in one of The AusIMM's technical Core Disciplines and other professionals who have been accepted as Corporate Members (Member or Fellow) of The AusIMM (including accountants, lawyers, mineral economists, engineers, etc).

If you are already an accredited Chartered Professional, your CV and PD records will be analysed for evidence that you meet the requirements for Management (see Section 4 above).