THE HONG KONG INSTITUTE OF SURVEYORS
香港測量師學會

ASSESSMENT OF PROFESSIONAL COMPETENCE

BUILDING SURVEYING 2012

Form APC2/BS

LOG BOOK

This Log Book consists of Log Sheets for the record and analysis of training.

Name of Candidate	Candidate's No. B / .
Communication Address	
Email Address	Contact Telephone No.

This Version March 2013

NOTES

1. The Log Book comprising 3-monthly Log Sheets is to enable a candidate to record his practical training in chronological order and to analyse the core competences he has acquired. It will assist the Counsellor to evaluate the adequacy and proper balance of his training. It will also provide an easy reference to any particular aspect of training.

2. The Log Book should be kept in safe custody. It is important to note that if the Log Book is lost, the failure to produce an analysis of the candidate's training may prejudice the subsequent assessment.

3. Entries in Log Sheets must be clear and concise on a weekly basis and the analysis and summary expressed in whole days or half-days under the relevant core competences.

4. A new Log Book should be used for every training period of 9 months. Upon completion of the relevant training period, the Log Book should be submitted to the Counsellor together with the Self Assessment Report for the relevant period. On submission, the total time spent on each core competence should be summarized.

5. In case the submission of the Self Assessment Report is delayed, any extended training before the submission should also be included in the same Log Book.

This Log Book covers the period of _____ months from _____ to _____			
Details of employment and Counsellors during the relevant period of practical training in chronological order.			
Organization & Appointment	**Counsellor [mark (E) if external]**	**From**	**to**