



# AIBS

## Membership Policy

**Australian Institute of Building Surveyors**

Adopted: 05 September 2016

Revised: 10 June 2021

[aibs.com.au](http://aibs.com.au)

ABN: 53 004 540 836

## **1. AIBS Membership**

This document provides a guide for the application, processing and management of Australian Institute of Building Surveyors (“AIBS”) memberships as of 01 January 2021.

This document should be read in conjunction with the AIBS Constitution and By-Laws.

### **Definitions**

“Professional qualification” means a qualification at degree or higher level and can include a degree obtained in an allied profession to which recognised post graduate qualifications in Building Surveying have been added

“Para-professional qualification” means a qualification at Diploma or Advanced Diploma level.

## **2. Categories Of Membership**

AIBS membership is divided into a range of categories based on levels of qualification and experience. These categories fall into two classes of membership, Practicing Members and Non-practicing Members.

The AIBS provides the following categories of membership:

### **Practicing Members**

- Member
- Accredited Member
- Fellow
- Accredited Fellow
- Life Fellow
- Accredited Life Fellow
- Accredited Body Corporate

It should be noted that at the commencement of an AIBS Professional Standards Scheme for Building Surveyors, all Practicing Members will be subject to the Professional Standards Scheme unless exempted in accordance with the exemption provisions in the Professional Standards Scheme.

As of 01 July 2023, the current Member, Fellow and Life Fellow categories will no longer exist and all Practicing Members of AIBS will be required to become Accredited Members. Transition arrangements for current Members, Fellows and Life Fellows are outlined further on in this document.

As 01 January 2021, any new Member wishing to join AIBS as a Practicing Member or be reinstated as a Practicing Member are required to become an Accredited Member.

## Non-Practicing Members

- Retired Member
- Life Fellow – (Retired)
- Retired Fellow
- Associate
- International Accredited Member
- Complimentary Member
- Student
- Graduate
- Honorary Fellow

## Practicing Member Eligibility & Requirements

### 1. **Member** *(Please note transitional requirements as outlined in this policy)*

To be eligible, a Member must hold a professional or para-professional Building Surveying qualification recognised by AIBS and be subject to the AIBS Code of Professional Conduct. (Note: As of 01 January 2021 any person joining in this category is required to join as an accredited member.)

### 2. **Accredited Member**

To be eligible a Member must be currently accredited under the AIBS National Accreditation Scheme.

### 3. **Fellow** *(Please note transitional requirements as outlined in this policy)*

To be eligible a Member must be recognised for their services and contribution to the AIBS and the profession as approved by the AIBS Board and be subject to the AIBS Code of Professional Conduct

### 4. **Accredited Fellow**

To be eligible a Member must be currently accredited under the AIBS National Accreditation Scheme and be recognised for their services and contribution to the AIBS and the profession as approved by the AIBS Board.

### 5. **Life Fellow** *(Please note transitional requirements as outlined in this policy)*

To be eligible a Member must be recognised for their services and contribution to the AIBS and the profession as approved by the AIBS Board and be subject to the AIBS Code of Professional Conduct.

### 6. **Accredited Life Fellow**

To be eligible a Member must be currently accredited under the AIBS National Accreditation Scheme and recognised for their services and contribution to the AIBS and the profession as approved by the AIBS Board.

### 7. **Accredited Body Corporate**

To be eligible, a Body Corporate must contain at least one Director who is an AIBS accredited member and all building surveyor employees must be individually accredited members of AIBS.

## Non-Practicing Member Eligibility & Requirements

### **8. Retired Member**

To be eligible for this category, a Member or Fellow must have been a full Member of AIBS for the 5 continuous years previously and have advised the AIBS CEO in writing they are no longer practicing as a building surveyor or registered in any jurisdiction and have retired from the workforce.

### **9. Retired Life Fellow**

This category is for Life Fellows who have been recognised for their services and contribution to the AIBS and the profession as approved by the AIBS Board and have advised the AIBS CEO in writing they are no longer practicing as a building surveyor or registered in any jurisdiction and have retired from the workforce.

### **10. Retired Fellow**

This category is for Fellows who have been recognised for their services and contribution to the AIBS and the profession as approved by the AIBS Board and have advised the AIBS CEO in writing they are no longer practicing as a building surveyor or registered in any jurisdiction and have retired from the workforce.

### **11. Associate**

This category is for a person that has a professional interest in the Building Surveying profession or AIBS but may not fit into one of the other categories of membership. This category includes international associates.

For the purpose of international Associates being admitted to a Chapter, they may nominate one Chapter that they will be admitted to for the purpose of membership. However, if they do not nominate a Chapter, they will be automatically admitted to the NSW/ACT Chapter or in the jurisdiction where the AIBS Office is located.

### **12. International Accredited Member**

This category is for a building surveyor who is accredited under the AIBS National Accreditation Scheme, but does not reside, practice and is not registered in any jurisdiction in Australia.

### **13. Student**

To be eligible for this category, Students must be studying for their first Building Surveying qualification in an AIBS recognised course.

A student no longer qualifies for this category once they have:

- completed their first qualification; or
- have registered as a building surveyor in any jurisdiction; or
- been accredited by AIBS.

*While there is a reduced annual membership fee for Students, upon achieving any of the above requirements, and making application as a Practicing Member, Students may claim reimbursement for up to four years of paid student membership fees against their first-year fee for a practicing member.*

**14. Graduate**

To be eligible for this category, a person must hold a professional or para-professional building surveying qualification recognised by AIBS but has not yet achieved the required experience in accordance with the AIBS National Accreditation Scheme to be an accredited member. The Member is subject to the AIBS Code of Professional Conduct.

**15. Complimentary Member**

The AIBS Board, at their total discretion, may provide complimentary membership to those who are identified supporters, stakeholders, and service providers as appropriate.

**16. Honorary Fellow**

To be eligible for this category, a Member must have held associate membership for at least five (5) years, and be recognised by the AIBS Board as per this policy as a distinguished legal, academic, scientific, artistic, literary, political or other whose activities promote or have promoted the aims and Objectives of AIBS, and who are otherwise not eligible as a practicing member.

**Note: A chart summarising membership category is contained in Appendix A.**

**Membership Transition Provisions****o Member to Accredited Member Transition**

There will be three (3) pathways for unaccredited Practicing Members to transition to Accredited Member by 01 July 2023.

**The first pathway** applies to all Practicing Members currently registered as a building surveyor by a State or Territory Government not exempted from the Professional Standards Scheme.

These Members will have until 01 July 2022 to transition to become an Accredited Member (i.e. Building Surveyor or Building Surveyor Limited).

**The second pathway** is for non-accredited Practicing Members who registered as a building surveyor by a State or Territory Government and are exempted under the Professional Standards Scheme.

These Members will have until 01 July 2023 to transition to become an Accredited Member (i.e. Building Surveyor or Building Surveyor Limited).

**The third pathway** is for Practicing Members not currently registered with any jurisdiction and not exempted under the Professional Standards Scheme.

These Members will have until 01 January 2022 to transition to an Accredited Member (i.e. Building Surveyor or Building Surveyor Limited).

AIBS will establish a panel during this period to 'mutually recognise' Members who are currently registered in a jurisdiction to transition to an accredited member.

*For the initial transition, AIBS will recognise the education and experience requirements as equivalent to a Member's registration in their jurisdiction, but must meet all other requirements of an Accredited Members such as the CPD Program and the AIBS Professional Audit Program.*

This transition process provides for the transition of all Practicing Members will meet the requirements of the AIBS National Accreditation Scheme by 01 July 2023.

All other Members will be classified as Non-Practicing Members.

From 01 January 2021, any person seeking membership as a practicing building surveyor with AIBS is required to join as an Accredited Member.

o **Transition Process Summary**

<b>Date</b>	<b>Scheduled Transition</b>
01 January 2021	<ol style="list-style-type: none"> <li>1. All new Practicing Members joining AIBS to join as Accredited Members</li> <li>2. Current Level 3 accreditation ceases and currently accredited level 3 become Level 2-R</li> </ol>
01 July 2021	<ol style="list-style-type: none"> <li>1. 1-year transition begins for Members registered in their jurisdiction to Accredited Member status</li> <li>2. 6-month transition begins for Members not registered in a jurisdiction to Accredited Member status</li> <li>3. 2-year transition begins for exempted Members from PSS to transition Accredited Member status</li> </ol>
31 December 2021	Transition period for non-registered AIBS Member to Accredited Member finishes
30 June 2022	Transition period for a registered Member to Accredited Member finishes
30th June 2023	Transition for Members exempted from a PSS to Accredited Member finishes

### **3. Elevation of AIBS Membership**

Practicing Members of AIBS may be recognised for their services and contribution to the AIBS and the profession through the elevation of their membership status to Fellow or Life Fellow.

The process of upgrading of membership categories is provided below and is in conjunction with the AIBS By-Laws.

Any decision on an elevation of a Member to a higher grade of Membership will be at the discretion of the Board and the Board shall take into account all known matters past and present pertaining to the Member concerned as well as the testimonials provided with the nomination.

The Board will consider nominations for Fellows, Life Fellows and Honorary Fellows from Chapter Committees or a nomination supported by at least five (5) Members who are current AIBS Practicing Members. The Board may make their own nomination for upgrading the membership of any eligible person or Member.

Nominations should meet the requirements as per the AIBS By-Laws and this policy and be submitted to the Board on the specified nomination form through the CEO between the nomination period of 30 November to 01 February each year.

Membership upgrades will be made an annual basis following the nomination period and recipients awarded at an appropriate AIBS function in the member's Chapter. In exceptional cases, the Board may award Member upgrades at other times.

○ **Fellow**

The Board will accept nominations for Fellow from Chapter Committees or by at least five (5) members provided that a nomination is supported by a signed testimonial by resolution of the relevant Chapter Committee or by each of the nominating practicing members.

The membership grade of Fellow may be awarded to a full Member who has rendered conspicuous service to the AIBS **and** the Building Surveying profession.

As a guide, the Board will generally consider the following:

- That the nominated member has been a full Member for a period of 10 years and;
- Has actively participated in some manner or form in promoting the aims and objects of AIBS over a period of time such that the Board would consider as being of benefit and betterment of AIBS.

The Board will only accept nominations in accordance with the criteria as provided in the AIBS By-Laws and on the prescribed nomination form contained as Appendix B of this policy.

In recognition of the requirements placed on the AIBS President in undertaking that role, if an AIBS President has not been recognised after one full term as AIBS President, the Board may award the membership grade of Fellow if not already awarded.

A Fellow who resigns their membership at any time, will not be automatically reinstated at that membership grade unless otherwise approved by application to the AIBS Board.

The AIBS Board may revoke the membership grade of a Fellow if, in their view, that the Fellow has not acted in the best interests of AIBS or has breached the AIBS Code of Professional Conduct.

○ **Life Fellow**

The Board will accept nominations for Life Fellow from Chapter Committees or by at least five (5) Members provided that a nomination is supported by a signed testimonial by resolution of the relevant Chapter Committee or by each of the nominating Practicing Members.

The nominated Fellow should have demonstrated a notable and lasting contribution and distinguished service to both the AIBS **and** the Building Surveying profession while actively promoting the aims and objects of the AIBS.

The Board will only accept nominations in accordance with the criteria as provided in the AIBS By-Laws and on the prescribed nomination form contained as Appendix B of this policy.

A Life Fellow who resigns their membership at any time, will not be automatically reinstated at that membership grade unless otherwise approved by application to the AIBS Board.

The AIBS Board may revoke the membership grade of a Life Fellow if, in their view, the Life Fellow has not acted in the best interests of AIBS and/or has breached the AIBS Code of Professional Conduct.

○ **Honorary Fellows**

The Board will accept nominations for Honorary Fellow from Chapter Committees or by at least five (5) practicing members provided that a nomination is supported by a signed testimonial by resolution of the relevant Chapter Committee or by each of the nominating practicing members satisfying that the following:



- Be distinguished by legal, academic, scientific, artistic, literary, political or other; and
- Has been an Associate of AIBS for a period of 5 years or more; and
- Whose activities promote or have promoted the aims and objectives of AIBS, and who are otherwise not eligible as a Practicing Member.

The Board will only accept nominations in accordance with the criteria as provided in the AIBS By-Laws and on the prescribed nomination form contained as Appendix B of this policy.

The AIBS Board may revoke the membership grade of an Honorary Fellow if, in their view, the Honorary Fellow has not acted in the best interests of AIBS and/or has breached the AIBS Code of Professional Conduct.

## **4. Membership Benefits & Management**

### ○ **Voting Rights**

- Any person admitted as a Practicing Member is able to vote and hold office within the Institute.
- Any person admitted as a Non-Practicing Member is not able to vote or hold office.

Note: Non-Practicing Members may be appointed to Specialist Advisory Groups or to other committees as approved by the Board from time to time.

For the purpose of clarity, eligibility to 'hold office' refers to positions that are elected by Members of AIBS who are entitled to vote (e.g. Board & Chapter Committees).

### ○ **AIBS Member Services**

Any person admitted as a Member may receive benefits and services as approved by the Board from time to time.

All membership subscriptions are due on 01 July each year with the exception of Accredited Members, Accredited Fellows and Accredited Life Fellows.

Accredited Body Corporate subscriptions are due on 01 July each year.

Accredited Member renewals are due on the 14<sup>th</sup> day of the month in which they are accredited, or their re-accreditation falls due.

To continue to receive member rates at AIBS events and activities, all Members must have paid their due membership subscription within one month of the due date.

### ○ **Use of Post-Nominal**

The use of AIBS post-nominals is as outlined in the AIBS By-Laws and in the Summary of AIBS Membership Categories chart contained in this policy.

### ○ **Use of AIBS Member Logo**

The AIBS will provide members in the following categories with a specific AIBS member logo that may be used in accordance with the conditions as provided in this document.



- Accredited Member
- Accredited Life Fellow
- Accredited Fellow
- Member
- Life Fellow
- Fellow
- Retired Member
- Retired Life Fellow
- Retired Fellow

These logos are intended for usage in member's corporate documentation, advertisements, e-newsletters, online directories and websites.

AIBS Members may only use these specially provided member logos and not any other AIBS logo unless provided with written approval.

**This usage is dependent upon the following terms and conditions being met:**

- Usage of these AIBS Members logos is limited to current financial members only.
- These images are intended to indicate the association of the Member with the Australian Institute of Building Surveyors. They are not to be used as an indication that the applicant represents or is an agent of the AIBS in any way.
- The logos can be used by individual AIBS Members on their personal corporate documentation (e.g. business cards, webpage, etc.)
- Where a business or company wishes to display the membership logo, it may only do so in conjunction with the eligible member's name.
- Images are not to be altered in any way and must adhere to the AIBS style guide.
- Images may only be displayed in the colours provided or in greyscale for black and white mediums.
- Members using the AIBS member logos must adhere to the terms of the AIBS Code of Conduct.
- AIBS retains all Intellectual Property rights and Copyright of these logos.
- The AIBS Board may request in writing that you cease using the AIBS logo should you be in breach of any of the above conditions.
- The AIBS Board reserves the right to cancel or request a member cease using its logo. All decisions regarding logo usage and terms are final.
- AIBS reserves the right to change these terms and conditions at its discretion.

## **5. Membership Application & Approval Process**

Membership applications are to be submitted online via the AIBS website [www.aibs.com.au](http://www.aibs.com.au)

Membership applications are assessed by the Board or its delegates for approval and allocation of the appropriate classification of membership and Chapter in accordance with the AIBS Constitution & By-Laws.

Applicants will be advised of their acceptance or otherwise within 2 weeks of submission of the application. Accredited Members may take longer.

Persons making application as a Practising Member after 01 January 2021 will need to make application as an Accredited Member.

Accredited Member applications are assessed in accordance with the requirements of the AIBS National Accreditation Scheme and members must apply in accordance with the AIBS National Accreditation as outlined on the AIBS website which can be found [here](#)

Each Member shall on admission as a Member, be admitted to a Chapter of AIBS according to the primary business address the Member has notified to the AIBS from time to time.

Members who reside in one Chapter but work in another, may specify either their home or work address as their 'notified' address for the purpose of membership of a Chapter.

For the purpose of defining the 'notified' address of a member in the AIBS register who has multiple addresses, it will be defined by the 'Preferred Shipping Address' nominated by the Member.

Any Member who updates their 'notified' address and it falls within the boundaries of a new Chapter, must contact the AIBS Office directly to advise of their new details to ensure they are reallocated to their new Chapter.

Successful applicants on notification of becoming a member will receive the following:

- Membership certificate (includes Accreditation certificate as applicable)
- Access to the latest "the Australian Building Surveyor Magazine"
- Access to their local AIBS Branch (as available)
- Access to AIBS NEXUS, the AIBS member discussion board
- Access to AIBS member rates for professional development including training, conferences and AIBSTV

## 6. Appendix A – Summary of AIBS Membership Categories

Membership Category	Membership status	Eligibility criteria	Required Qualifications	Member Benefits	Post nominals
Member	Practicing	Holds required qualification for membership	Diploma/Adv. Diploma/Degree in Building Surveying	All.	MAIBS
Accredited Member	Practicing	Accredited with AIBS + member AIBS	As per AIBS Accreditation Scheme	All.	AMAIBS
Fellow	Practicing	Is a practicing member and membership upgrade approved by Board	Diploma/Adv. Diploma/Degree in Building Surveying	All.	FAIBS
Accredited Fellow	Practicing	Accredited with AIBS + member upgrade approved by AIBS Board	As per AIBS Accreditation Scheme	All	AFAIBS
Life Fellow	Practicing	Is a practicing member and membership upgrade approved by Board	Diploma/Adv. Diploma/Degree in Building Surveying	All + no membership fee	LFAIBS
Accredited Life Fellow	Practicing	Accredited with AIBS + member upgrade approved by AIBS Board	As per AIBS Accreditation Scheme	All + reduced annual membership fee	ALFAIBS
Accredited Body Corporate	Practicing	All Building Surveyors employed by the Body Corporate and at least one director is accredited	As per AIBS Accreditation Scheme	Benefits to Individual members	N/A
Retired Member	Non-Practicing	As approved by AIBS Board	Diploma/Adv. Diploma/Degree in Building Surveying	All except voting rights and holding elected office	MAIBS Ret.
Retired Life Fellow	Non-Practicing	As approved by AIBS Board	Diploma/Adv. Diploma/Degree in Building Surveying	All except voting rights and holding elected office	LFAIBS Ret.
Retired Fellow	Non-Practicing	As approved by AIBS Board	Diploma/Adv. Diploma/Degree in Building Surveying	All except voting rights and holding elected office	FAIBS Ret.
Associate	Non-Practicing	A professional interest in building surveying and not accredited or registered as building surveyor in Australia or internationally	N/A	All except voting rights and holding elected office	Nil
International Accredited Member	Non-Practicing	Accredited with AIBS, but does work or reside in Australia	As per AIBS Accreditation Scheme	All except voting rights and holding elected office	Nil
Student	Non-Practicing	Studying for their first qualification in building surveying i.e. a degree or Advanced Diploma	N/A	All except voting rights and holding elected office	Nil
Graduate	Non-Practicing	Hold a professional or para-professional Building Surveying qualification recognised by AIBS but has not yet achieved the required experience in accordance with the AIBS National Accreditation Scheme to	Diploma/Adv. Diploma/Degree in Building Surveying	All except voting rights and holding elected office	Nil

<b>Membership Category</b>	<b>Membership status</b>	<b>Eligibility criteria</b>	<b>Required Qualifications</b>	<b>Member Benefits</b>	<b>Post nominals</b>
		be an accredited member.			
Honorary Fellow	Non-Practicing	As approved by AIBS Board in accordance with this membership policy	N/A	All except voting rights and holding elected office	AIBS (Hon Fellow)
Complimentary Member	Non-Practicing	As approved by AIBS Board in accordance with this membership policy	N/A	All except voting rights and holding elected office	Nil

## 7. Appendix B – Nomination Form for Membership Upgrade

### Fellow/Life Fellow/Honorary Fellow

#### Section 1: Nominee

Full Name:	
Address:	
Email:	
Contact Phone:	

#### Section 2: Proposer\*:

Full Name:	
Address:	
Email:	
Contact Phone:	

*\*Proposer must be a Full Member of AIBS*

#### Section 3:

Outline of Nominee's services to the profession of building surveying:

--



## 8. Document Control

<b>Author/s</b>	Karyn McGrigor, Member Services & Events Manager
<b>Position/s</b>	
<b>Created</b>	
<b>Revised Date</b>	10 June 2021
<b>Distribution Usage</b>	Internal and external use
<b>Board Approval/s</b>	Rev 0.4 approved at meeting of 10 June 2021.
<b>Comments</b>	Original approved at the electronic meeting dated 5 September 2016.

Version	Revision Date	Reviser	Revision Description
0.1	05-Sep-16	Board of Directors	Implemented with changes to the Constitution and By-Laws.
0.2	22-Feb-19	K McGrigor/M Overall	Reformatting Appendices C & D, no significant changes
0.3	03-Dec-20	CEO/AIBS Board	Changes to support a Professional Standards Scheme with effective date for the Policy of 1 January 2021
0.4	10-June-21	CEO/AIBS Board	Changes to align with the Professional Standards Scheme