

Stage 3 – Competence and Commitment Report preparatory template

Professional Process Safety Engineer

You may find it useful to use this template to compile your C&C report before making your application online (although this is not compulsory). When you are ready to submit your report, you can copy and paste the information you enter below directly into your online application.

Verification of your report will be required for each section completed. When you have completed your C&C report online you need to send it to each of your verifiers (eg open each section, print screen, or save a screenshot) together with the [C&C verification form](https://www.icheme.org/media/28363/verification-form-process-safety.docx) for them to complete. Once the verifiers have sent their completed forms back to you, you will need to collate/scan and upload these forms as one document before submitting your application. IChemE reserves the right to contact your report verifiers to confirm your experience.

Please complete this report electronically, within the range of 4200 to 4600 words [each subsection will expand to allow you to provide sufficient evidence], For further information, please refer to the [Guidance for applicants](https://www.icheme.org/chartered-guidance).

**Position of responsibility**

How do you think the role/roles you have had demonstrate a position of responsibility in process safety engineering?

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**Section A: Knowledge and understanding**

Professional Process Safety Engineers shall use a combination of general and specialist engineering knowledge and understanding to optimise the application of advanced and complex systems.

A1) Demonstrate you have maintained and extended a sound theoretical approach to enable you to develop as a Professional Process Safety Engineer.

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A2) Demonstrate the use of techniques and technological solutions to identify and assess complex process safety problems.

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**Section B: Design, development and solving process safety engineering problems**

Professional Process Safety Engineers shall apply appropriate theoretical and practical methods to the analysis and solution of process safety problems.

 B1) Demonstrate you take an active role in the identification and definition of process safety and sustainability requirements, problems and opportunities.

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B2) Demonstrate you can identify the appropriate investigations and research needed to undertake the analysis required to complete a process safety task and conduct these activities effectively.

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B3) Demonstrate you can implement process safety tasks and evaluate the effectiveness (in terms of risk reduction) and limitations of process safety modelling and engineering or operational changes.

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B4) Demonstrate you bring about continuous process safety improvement and promote good practice.

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**Section C: Responsibility, management and leadership**

Professional Process Safety Engineers shall demonstrate technical and commercial leadership in the field of process safety.

C1) Demonstrate you plan the work and resources needed to enable effective implementation of a significant process safety task or project.

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C2) Demonstrate you manage (organise, direct and control), programme or schedule, budget and resource elements of a significant process safety task or project.

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C3) Demonstrate you lead teams or a technical specialism and assist others to meet changing technical and managerial needs.

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C4) Demonstrate you bring about continuous quality improvement and promote good process safety practice.

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**Section D: Communication and interpersonal skills**

Professional Process Safety Engineers shall demonstrate effective communication and interpersonal skills.

 D1) Demonstrate you communicate effectively with others, at all levels, in English.

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D2) Demonstrate you clearly present and discuss proposals, justifications and conclusions.

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D3) Demonstrate your personal and social skills and awareness of diversity and inclusion issues.

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**Section E: Personal and professional commitment**

Professional Process Safety Engineers shall demonstrate a personal commitment to professional standards, recognising obligations to society, the profession and the environment.

E1) Demonstrate you understand and comply with relevant codes of conduct.

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E2) Demonstrate you understand the principles of sustainable development and apply them in your work.

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E3) Demonstrate you understand the ethical issues that may arise in your role and carry out your responsibilities in an ethical manner.

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E4) Demonstrate you carry out and record Continuing Professional Development (CPD) necessary to maintain and enhance competence in process safety.

E4.1) Undertaking reviews of needs and planning.

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E4.2) Carrying out CPD and maintaining evidence/records of activity carried out.

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E4.3) Evaluating CPD outcomes and reflecting on CPD undertaking.

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E4.4) Assisting others.

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