

REGISTER OF SPECIALIST PRACTITIONERS

Important Caution

This Register is constantly evolving so it is freshly printed for each copy requested. Because of this, copies should be discarded after use and a fresh copy sought next time the information is required. To emphasise this changeableness, every page is printed with the date of issue.

Updated: 13 March 2010

ABOUT THIS REGISTER

Members of the public, whether individuals or organisations, have a legitimate interest in seeking professional expertise to meet their specialist needs from time to time. The Institute of Value Management Australia, like many professional associations, provides some information to help people identify the right expertise for their needs.

All personal members of the Institute of Value Management Australia (IVMA) receive a membership grading that reflects their professional standing within the Institute. These grades are Associate Member, Member (*MIVMA*), Fellow (*FIVMA*) and Honorary Life Fellow (*HonFIVMA*). Those who have achieved full professional standing are "Members" and a small number have been made "Fellows". Award of an Honorary Life Fellowship is a special and rare distinction, reserved for the most meritorious contribution to the profession.

What this Register Provides

In addition to granting every personal member an appropriate grade, the Institute conducts a special assessment of certain specialist skills that are considered important in delivering particular kinds of Value Management Services. Those who have met the Institute's strict requirements for such additional credentials are listed in this Register in the appropriate category.

Registration is granted for only three years at a time, at the end of which it must either be renewed or it lapses. So it is important that a member of the public should check whether a person's Registration is current - hence the need to use an up-to-date copy of the Register.

Since its inception, the Register has contained only one category - *Registered Value Management Facilitator* - and those holding current Registration in this category are entitled to use the additional post-nominal *RegVMFacil*.

A *Value Management Facilitator* is a person who guides a group of participants through a Value Management (VM) study. The Group generally comprises individuals from diverse backgrounds, including representatives of those having a stake in the outcome of the situation being studied, as well as representatives of those commissioned to find the best way to deliver the required outcome. The VM Facilitator is generally independent of these representatives and does not need expertise in the situation being studied. The Facilitator's professional role is to manage the structured VM process and the dynamics of the group in a way that ensures that the potential contributions of all group members are expressed, harnessed and integrated to identify and, where possible, to reach consensus on the way forward, so that the situation's outcome is optimised and value for money is enhanced, whilst observing necessary constraints.

The situation where VM Facilitators are most visible is the intensive and participative workshop phase of a VM Study. In that phase, the group of participants is convened for a period of approximately two days to share their opinions on the required outcomes, to receive common briefings and, by means of the structured VM process, to identify the preferred means of delivering the outcomes. Often the group will identify a small number of further issues to be resolved after the workshop phase by specialists in various disciplines. It is important that the VM Facilitator be involved to steer all phases of the VM Study, so that it is conducted in accordance with the Australian Standard for Value Management AS 4183:2007. The Facilitator may also guide a client organisation's in-house team over longer periods on such situations as development of a new product, facility or organisation structure. The VM Facilitator's skills are independent of the situation being studied; instead they comprise professional expertise in both the Value Management process and in Group Facilitation. Registration as a Value Management Facilitator means that the holder has been assessed by the Institute against a specified list of criteria relating to the VM Facilitator's role (see next page) and has satisfied these criteria.

It should be noted that Registration is available only to personal members of the Institute holding the grades of Member, Fellow or Honorary Life Fellow. Organisations are not eligible for Registration.

What this Register does not Provide

The Institute's assessment does not extend beyond the specified criteria. In particular, the Institute is not in a position to direct or control the professional activity of its members and therefore it can not offer any member of the public any assurance or guarantee relating to the work that a member has undertaken or may in future undertake.

If a personal member is not included in the Register, it does not mean that the member lacks the required skills, because the member may not have sought Registration or a member's previous registration may not have been renewed through a conscious personal decision or as a result of the member not providing the evidence the Institute requires to demonstrate eligibility for renewal.

Members of the public are therefore urged to digest carefully the material included in the Register and to supplement this information with their own personal enquiries.

Following Sections of this Register

- Criteria for Registration (from the Institute's Rules - Clause 9)
- Registered Value Management Facilitators (with contact details)

The last page of the Register gives the names and contact details of those who comprise the Institute's current Board of Management. Members of the public wishing to make enquiries beyond the issues addressed in this Register should contact the appropriate Officer. Interested parties may wish to seek a copy of the Institute's "Profile", which incorporates a full copy of the Institute's Rules of Association, including its Code of Conduct.

CRITERIA FOR REGISTRATION

The following extract from the Institute's Rules (Clause 9) sets out the arrangements and criteria used by the Institute to determining whether a personal member should be admitted to a specified category in the Register of Practitioners.

Registration is available only to personal members holding the grades of Member, Fellow or Honorary Life Fellow. Registration may only be granted for three years at a time, so Registration Certificates show the date when renewal is due. If the member ceases to be financial or Registration is not renewed, it lapses immediately.

The three-year limit gives members of the public confidence that someone on the Register has been maintaining a reasonable level of professional activity, is currently practising and is aware of current best practice by undertaking continuing professional development.

9 REGISTRATION OF PRACTITIONERS

9.1 Register

The Institute shall establish and maintain a Register of those who have applied for and satisfied the Institute's requirements for registration as a practitioner in Value Management. The Register may include categories of practice considered appropriate by the Board of Management.

A current (and dated) copy of the Register shall be made available on request to any member of the public having a clearly demonstrated need to identify those whose expertise and experience in a specific category of the practice of Value Management have been assessed and found acceptable by the Institute.

Every issued copy of the Register shall include:

- a) a clear description of the criteria and method of assessment used by the Institute to determine eligibility for Registration;
- b) a list of all those who have satisfied the Institute's requirements for Registration in the category concerned, together with means of contacting each of them for professional purposes, the date of their initial registration and the date on which their current registration is due for renewal;
- c) the names and contact details of the current members of the Institute's Board of Management, to whom the reader may make further enquiry if desired.

At the discretion of the Board of Management, the Register may also include (as a separate section) material provided by registrants that sets out the scope of the registrant's professional interests and services. Any such additional material shall conform to criteria established by the Board of Management, and each registrant shall receive equal opportunity for inclusion of such material. This material shall be clearly identified as provided by the registrant and therefore not part of what the Institute has assessed to determine eligibility for Registration.

Registration shall be granted for a period of three years at a time and renewal of registration shall be subject to the applicant

satisfying the Institute that he or she has kept current the required level of expertise and experience for the category of registration concerned.

Registration shall be subject to current membership of the Institute at the grade of Member, Fellow or Honorary Life Fellow, with all membership and registration fees paid up to date.

9.2 Registered Value Management Facilitator

For the category of *Registered Value Management Facilitator*, which shall carry entitlement to the additional but temporal post-nominal of *RegVMFacil* (may be used only so long as the Registration is kept up to date) an applicant must:

- a) demonstrate to the Institute's satisfaction:
 - the ability to apply a broad range of Value Management techniques in accordance with the current Australian and New Zealand Standard for Value Management
 - facilitation skills by evidence of successful facilitation of a number of VM studies (with the expectation of approximately 8 within the past three years, involving a degree of complexity acceptable to the Institute);
- b) provide supporting documentation in the form of a synopsis of studies facilitated, including copies of appropriate sections of reports, which will be treated as confidential
- c) be available for interview with a representative of the Membership Committee
- d) accept the requirement of submitting, each three years, evidence of continued participation in VM and evidence of continuing professional development; and in addition accepting that a further three-year period of registration may only be granted if the Institute is satisfied that the evidence demonstrates a maintenance of the criteria that a new applicant must currently satisfy for Registration;
- e) desirably provide evidence of facilitation training and satisfactory completion of formal requirements for certification
- f) desirably provide copies of papers published in appropriate journals on subjects relevant to Value Management and/or facilitation, and also details of presentations made at meetings of professional bodies over the past three years

9.3 Renewal of Registration

Section 9.2 d) provides that, in applying to be a Registered Value Management Facilitator, the applicant accepts the requirement of making a further submission to the Institute each three years as a necessary pre-condition for the grant of a further three-year period of Registration.

In seeking a further three-year period of Registration, a Registered Value Management Facilitator shall submit the following for assessment by the Institute:

- a) a documented record demonstrating continuing experience in facilitating Value Management studies (with the expectation of approximately 8 within the past three years, involving a degree of complexity acceptable to the Institute),
- b) evidence of continuing professional development activities in Value Management and/or facilitation,
- c) a re-affirmation to comply with the Institute's Code of Conduct, and
- d) desirably, copies of papers published in appropriate journals on subjects relevant to Value Management and/or facilitation, and also details of presentations made at meetings of professional bodies over the past three years.

In considering a submission for a further period of Registration, the Institute may also request the applicant to be available for interview by a representative(s) of the Membership Committee.

If, following consideration of a submission, the Institute determines that a further period of Registration should not be granted, the applicant may ask for the reasons why the Institute denied further Registration. Such a request shall be in writing and the Institute's reply will also be in writing.

9.4 Certificate of Registration

Every Registered Practitioner shall be issued with a Certificate of Registration (separate from the Certificate of Membership) suitable for public display that testifies to the category of their Registration. It shall show clearly both the date of admission to that category in the Register and the date on which the Registration is to be renewed.

The certificate shall be signed by the President and the Chairperson of the Membership Committee.

Certificates of Registration remain the property of the Institute and shall therefore be returned to the Institute if, for any reason the named person ceases to be eligible for inclusion in that category of Registration.

THE LISTING OF REGISTERED VALUE MANAGEMENT FACILITATORS

In the list that follows, all registered members are shown in alphabetical order. The set-out of details for each registered person is as follows:

Name	Grade of Membership
Position	
Organisation	
Mail Address	Work phone no
	Work fax no
	Mobile phone no
	Pager no
	E-mail address
Date first Registered	Date Renewal Due ***

***** IMPORTANT** Due to some possible changes to the Institute's Registration provisions, the Institute proposes to extend the Registration periods of all those presently shown as Registered Value Management Facilitators to a new renewal date that will be established during 2010. This renewal date is proposed to be the end of December 2011. Establishment of that date will enable all subsequent Registrations to be on the basis of the new provisions for Registered Value Management Study Facilitators, which are proposed to be established in May 2010 at the Institute's Conference and Special General Meeting. New periods of Registration will then commence as applicants demonstrate their compliance with the foreshadowed new provisions.

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First Registered: August 1992	Renewal Due: August 2009 ***

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*** see IMPORTANT note at the bottom of page 4