## **Practical Experience Record**

Candidate's Name				Size of team	
1. Job title(s)				Position of team	
				Year	Month
				Job No	Sheet No
Participant	Observer			Non-project  Design Approvals abourmentation abourmentation abour abour abour abour abour act Admin abour abour act Admin about act Admin act Ad	Client Authorities Consultants Contractors
2. F	Role	3. Activities		4. Time spent (Hours per month)	5. Team coordination
		1 Investigation 2 3 4 5 6 Design 7 8 9 10 11 Submission 12 13 Production information 14 15 16 17 Contract 18 19 20 21 22 23 Licensing 24 Planning inquiries 25 Arbitration 26 Litigation	Site survey/report Building survey/report Problem/brief preparation Office programming Authorities requirements/pre consultation Concept Meetings/client/consultants Drawings/reports/models Environmental requirements Cost plan Development control submission drawings Building control submission drawings Drawings/schedule Consultants Specialist sub-contracts Specifications/Bills of Quantities Tender Meetings/client/consultants Progress site/quality control Valuation/certificates Disputes/claims Final accounts, completion as built TOL/COF		
		27 28 29			

## **Practical Experience Record**

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6. Project details				
7. Points of special interest for the month				
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8. Supervisor's name and qualification	Signature and name chop			
	Date			
9. Adviser's name and comments	Signature			
	Date			
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Board of Architects, Singapore				