Self-assessment questions

Nominating a Responsible Architect

## Participant name: NSW registration no:

**This session is equivalent to 1.0 hours Formal CPD.**

It covers the NSW requirements for architect corporations and firms to nominate a responsible architect, with direct reference to key provisions of the [*Architects Act 2003*](https://legislation.nsw.gov.au/view/html/inforce/current/act-2003-089) – sections 10, 11, 27, 29, 82 and 83 – and the [*NSW Architects Code of Professional Conduct 2017*](https://www.architects.nsw.gov.au/download/NSW%20ARCHITECTS%20CODE%20OF%20PROFESSIONAL%20CONDUCT%202017.pdf) – clauses 17 and 18. In particular,

• What is a nominated architect?

• When is a practice required to have one? and What is the process involved in nominating a responsible architect?

• What is the nominated architect responsible for?

• Implications of other legislation regulating class 2 buildings on the requirement for architect corporations or firms to have a nominated architect

• Requirements for the name and registration number of the nominated architect to be prominently displayed.

This session delivers learning outcomes related to the following Performance Criterion from the [2021 National Standard of Competency for Architects](https://aaca.org.au/national-standard-of-competency-for-architects/2021nsca/):

**PC 1 Comply with the regulatory requirements and obligations pertaining to practice as an architect, including legislation, professional codes of conduct, obligations for continuing professional development and professional indemnity insurance.**

## **Certificate of completion**

The Board will email you a certificate of completion based on your participation in today’s session. You should upload the certificate of completion together with your responses to this self-assessment questionnaire as a single pdf file when you record the activity as Formal CPD in the **My CPD** portal in [My Account](https://www.architects.nsw.gov.au/login)

*(NOTE maximum file size for upload is 3MB)*

## **Self-assessment questionnaire**

1. **What is**

**(a) a nominated architect?**

**(b) an architect corporation or architect firm?**

1. **What are the fines for falsely representing a business entity to be an architect corporation or architect firm?**

1. **What is the difference between a 'sole practitioner' and a 'sole trader'?**

1. **When does a practice need to have a nominated architect? How many nominated architects are required?**

1. **How do you nominate a responsible architect?**

1. **What are the responsibilities of the nominated architect?**

1. **What is the timeframe for notification of the Board by a corporation or firm about:**

**(a) Changes to the nominated architect(s) details?**

**(b) Changes to business address and email contact?**

1. **What are some of the implications of other legislation regulating Class 2 buildings on the requirement in the *Architects Act 2003* for an architect corporation or firm to have a nominated responsible architect?**

1. **What are your obligations as a nominated architect in terms of** Clause 17 Dealings with public **of the *NSW Architects Code of Professional Conduct 2017*?**

1. **Summarise the provisions of the relevant sections of the *Architects Act 2003* and *NSW Architects Code of Professional Conduct 2017* in terms of the requirement to nominate a responsible architect.**