MIFireE Grade Initial Professional Development (IPD) Report Guidance

To apply to become a member of the IFE at MIFireE Grade, applicants must demonstrate their skills and experience through the completion of an Initial Professional Development (IPD) Report.

Applicants are **not** expected to be fully competent in **all** of the MIFireE IPD objectives detailed below. However, they must have broad-based experiences and provide evidence of knowledge and working responsibilities in all areas as listed in the objectives. They must also have some knowledge of fire engineering related aspects.

Planning your IPD report

Your IPD report can only be assessed by the Panel based on the evidence submitted within your report.

In organising your IPD Report, you are advised to choose a small but significant number of projects, work activities or career episodes that demonstrate how you have met the criteria.

The activities that you select should be:

a) your own work, or larger pieces of work in which your personal contribution is clearly identified and substantiated.

b) able to act as a 'spine' running through several of the A1 to E5 evidence examples.

An example of the use of such a 'spine' is in the B1 to B4 area, which deals with technical practice. Each of the criteria could be met through a totally different project but it would be simpler to organise and present your evidence if a consistent theme is used. This might then extend from the technical applications of the B area into some of the C, D and E activities.

The reviewers will be interested in what **you** have done, **your** role and responsibilities in particular projects and what **you** know about the technical aspects related to them. If you have completed internal training reports as part of a company scheme, or just for your own guidance, you should use these to help you decide which projects or career episodes you can write about.

You will be expected to demonstrate competency with respect to **all objectives.**

Format and submission of your IPD report

a) Your report must be typed and should be no more than 10 pages long but should be of sufficient length to demonstrate that you meet the relevant criteria.

b) Your report should be written in the **first person singular (**eg At a Design team meeting, **I** agreed a scope of work with the client). Failure to do this may result in you not being given credit for something which is rightfully yours. In cases of doubt, the Review Panel will assume that there was third party involvement.

c) Your report must be your own work and must be in English.

d) You may include technical drawings, calculations and plans; however, these should not be excessive and cannot be used to meet objectives on their own.

e) All material submitted will be treated as confidential by the Review Panel and any other persons authorised to see it for application processing purposes. However, it is the responsibility of the applicant to secure any necessary clearance from employers or others for whom information contained in the report may be considered confidential.

MIFireE IPD objectives

OBJECTIVE		RANGE	EVIDENCE EXAMPLES
A	Use a combination of general and specialist fire engineering knowledge and understanding to apply existing and emerging technology.	A1 Maintain and extend a sound theoretical approach to the application of technology in fire engineering practices.	♦ Identify and accept limits of personal knowledge, understanding and skills and a striving to maintain currency in the Fire Engineering field by accessing and exploiting relevant sources. ♦ Be conversant with key information resources such as the Internet, the media, professional journals, attending professional seminars and networking with peers. ♦ Deepening of personal knowledge base in the Fire Engineering field through research and experimentation.

		A2 Use a sound evidence-based approach to problem-solving and contribute to continuous improvement.	♦ Analyse the requirements of clients, based on Fire Engineering principles and scientific understanding, for the provision of products, systems and services. ♦ Plan, monitor and evaluate the operation of projects, against best practice indicators as well as using appropriate Fire Engineering principles and scientific understanding. ♦ Apply scientific and Fire Engineering principles to the provision of engineering advice and professional opinion. ♦ Review current methods and operations, to arrive at a valid diagnosis of faults and explanation of problems. ♦ Use market intelligence and knowledge of technological developments to improve the effectiveness of Fire Engineering products, services and systems. ♦ Use evidence from best practice to improve the effectiveness, reliability, maintainability and economy of Fire Engineering products, systems and services. ♦ Evaluate and develop quality management systems.
B	Apply appropriate theoretical and practical methods to design, develop, manufacture, construct, commission, operate and maintain fire engineering products, processes, systems and services.	B1 Identify, review and select techniques, procedures and methods to undertake fire engineering tasks.	♦ Use personal experience, an understanding of the employer's commercial position and available Fire Engineering resources to develop a review methodology. ♦ Review the potential for enhancement of Fire Engineering products, processes, systems and services and establish an action plan to implement the results of any such review.

		B2 Contribute to design and development of fire engineering solutions.	♦ Contribute to the determination of design and development requirements for Fire Engineering products, processes, systems and services. ♦ Contribute to the specification of implementation methods and procedures to achieve design requirements and demonstrate an ability to obtain the resources required for implementation.
		B3 Implement design solutions and contribute to their evaluation.	♦ Secure the resources required for implementation ♦ Implement design solutions, taking account of cost, quality, safety, reliability, appearance, fitness for purpose and environmental impact. ♦ Identify problems during implementation and take corrective action. ♦ Contribute to the evaluation of design solutions. ♦ Contribute to recommendations for improvement and actively learn from feedback on results.
C	Provide technical and commercial management.	C1 Plan for effective project implementati-on.	♦ Identify and develop objectives for projects to meet clients' requirements. ♦ Plan for the delivery of tasks to complete a project. ♦ Identify and obtain the resources required to achieve project objectives. ♦ Specify and co-ordinate the engineering resources and activities required to achieve project objectives. ♦ Apply the necessary contractual arrangements with other stakeholders (client, subcontractors, suppliers, etc).
		C2 Manage the planning, budgeting and organisation of tasks, people and resources.	♦ Set and implement work objectives and priorities, including time, resource budget and quality standards. ♦ Identify variations from quality standards, programme and budgets, and take corrective action. ♦ Monitor, evaluate and adjust tasks as appropriate to ensure that they are performed within financial, commercial and regulatory constraints.

		C3 Manage teams and develop staff to meet changing technical and managerial needs.	♦ Agree objectives and work plans with teams and individuals. ♦ Identify team and individual needs, and plan for their development. ♦ Manage and support team and individual development. ♦ Assess team and individual performance, and provide feedback.
		C4 Manage continuous quality improvement.	♦ Ensure the application of quality management principles by team members and colleagues. ♦ Manage operations to maintain quality standards. ♦ Evaluate projects and make recommendations for improvement.
D	Demonstrate effective interpersonal skills.	D1 Communicate in English with others at all levels.	♦ Develop good personal relationships that are appropriate to the level of communication being used and communicate effectively in a manner that the circumstances of the project dictate. ♦ Ensure effective two-way communication in discussions and be prepared to liaise with colleagues, peers and experts within and beyond the employer's organisation. ♦ Respond effectively and efficiently to all received communication, however it is received.
		D2 Present and discuss proposals.	♦ Select the most appropriate medium for clearly clarifying Fire Engineering Design objectives and select the most suitable method of communication using, words, images, audio and video as necessary. ♦ Communicate fluently in written and oral expression at an experienced professional standard and prepare and present lectures, reports and published papers at professional level. ♦ Feed back results to improve the proposals
		D3 Demonstrate personal and social skills.	♦ Establish fire engineering teams capable of working towards collective goals and create, maintain and enhance effective working relationships. ♦ Be aware of the needs and concerns of others. ♦ Develop the team, the individuals within the team and yourself to enhance performance. ♦ Provide negotiation, conflict resolution and counselling within the team and provide a conduit

			through which ideas, convictions and attitudes can be exchanged and conveyed. ♦ Demonstrate confidence and flexibility in dealing with new and changing interpersonal situations.
E	Demonstrate a personal commitment to professional standards, recognising obligations to society, the profession and the environment.	E1 Comply with relevant Codes of Conduct.	♦ Comply with rules of professional conduct of the IFE. ♦ Apply professional skill in the interests of the employer and client for whom you act in professional matters. ♦ Give evidence, express opinions or make statements in An objective manner and on the basis of adequate knowledge. ♦ Work constructively within all relevant legislation and regulatory frameworks, including social and employment legislation.
		E2 Manage and apply safe systems of work.	♦ Take account of potential professional risks and liabilities and accept responsibility for them. ♦ Consider and implement as necessary appropriate occupational health, safety and welfare requirements. ♦ Develop and implement appropriate hazard identification and risk management systems. ♦ Manage, evaluate and improve these systems.
		E3 Undertake engineering activities in a way that contributes to sustainable development.	♦ Promote the considerations and actions required in engineering practice to improve, sustain and restore the environment. ♦ Be aware of the wise use of non-renewable resources through waste minimisation, recycling and the development of alternatives where possible. ♦ Strive to achieve the beneficial objectives of Fire Engineering design whilst striving to minimise the consumption of raw materials and energy, and by designing sustainable management procedures. ♦ Take account of life-cycle implications with respect to how Fire Engineering designs will impact on the environment. ♦ Understand and encourage stakeholder involvement.

		E4 Carry out the continuing professional development necessary to maintain and enhance competence in your areas of practice.	♦ Undertake reviews of own development needs. ♦ Undertake continued professional development (CPD) to maintain and enhance competence. ♦ Set your own objectives in relation to personal and organisational objectives and maintain a career plan. ♦ Maintain records of professional development activities. ♦ Assist others with their own CPD.
		E5 Exercise responsibilities in an ethical manner.	Give an example of where you have applied ethical principles as described in the Engineering Council Statement of Ethical Principles. Full details of this statement are provided in the EngC UK-SPEC document. However, examples of such ethical principles might include: ♦ Recognising where an issue falls outside of your area of competence and managing its resolution appropriately. ♦ Preventing avoidable danger to health and safety. ♦ Treating all persons fairly and with respect. ♦ Accepting appropriate responsibility for work carried out under your supervision. ♦ Observing the proper duties of confidentiality owed to appropriate parties. ♦ Raising a concern about a danger, risk, malpractice or wrongdoing which affects others ('blow the whistle') or supporting a colleague or any other person to whom you have a duty of care who in good faith raises such a concern. ♦ Rejecting bribery and all forms of corrupt behaviour, and making positive efforts to ensure others do likewise. Give an example of where you have applied / upheld ethical principles as defined by your organisation or company, which may be in its company or brand values.

How to structure your IPD report

Begin your report by completing the Career Episode table at the beginning at the beginning of the template. Please list the different projects or career episodes you mention in the body of your report. This will help the reader when you refer back to the name of a project you have already used elsewhere.

Please do not put too much reliance on one project. Professional recognition is not narrow and job-specific; it requires a breadth of experience and an ability to transfer capability from one area of work to another. You need to show a reasonable range of work.

You must ensure that you have demonstrated an awareness of all of the IPD objectives. All of the objective boxes must be completed.

Applicant's Name:
Date:

Career Episode 1 Project title -
Summary (200 words max.)
Please enter your succinct answer here
Career Episode 2 Project title -
Summary (200 words max.)
Please enter your succinct answer here
Career Episode 3 Project title -
Summary (200 words max.)
Please enter your succinct answer here
Career Episode 4 Project title -
Summary (200 words max.)
Please enter your succinct answer here
Career Episode 5 Project title -
Summary (200 words max.)
Please enter your succinct answer here
Career Episode 6 Project title -
Summary (200 words max.)
Please enter your succinct answer here

Objective A: Use a combination of general and specialist fire engineering knowledge and understanding to apply existing and emerging technology.
A1 How have you maintained and extended a sound theoretical approach to the application of technology in fire engineering practices?
Please enter your succinct answer here
A2 How have you used a sound evidence-based approach to problem solving and contributed to continuous improvement?
Please enter your succinct answer here

Objective B: Apply appropriate theoretical and practical methods to design, develop, manufacture, construct, commission, operate and maintain fire engineering products, processes, systems, and services.
B1 How have you identified, reviewed, and selected techniques, procedures and methods to undertake fire engineering tasks?
Please enter your succinct answer here
B2 How have you contributed to design and development of fire engineering solutions?
Please enter your succinct answer here
B3 How have you implemented design solutions and contributed to their evaluation?
Please enter your succinct answer here

Objective C: Provide technical and commercial management.
C1 How have you planned for effective project implementation?
Please enter your succinct answer here
C2 How have you managed the planning, budgeting and organisation of tasks, people and resources?
Please enter your succinct answer here
C3 How have you managed teams and developed staff to meet changing technical and managerial needs?
Please enter your succinct answer here
C4 How have you managed continuous quality improvement?
Please enter your succinct answer here

Objective D: Demonstrate effective interpersonal skills.
D1 How have you communicated in English with others at all levels?
Please enter your succinct answer here
D2 How have you presented and discussed proposals?
Please enter your succinct answer here
D3 How have you demonstrated personal and social skills?
Please enter your succinct answer here

Objective E: Demonstrate a personal commitment to professional standards, recognising obligations to society, the profession and the environment.
E1 How have you complied with relevant Codes of Conduct?
Please enter your succinct answer here
E2 How have you managed and applied safe systems of work?
Please enter your succinct answer here
E3 How have you undertaken engineering activities in a way that contributes to sustainable development?
Please enter your succinct answer here
E4 How have you carried out the continuing professional development necessary to maintain and enhance competence in your areas of practice?
Please enter your succinct answer here
E5 How have you exercised responsibilities in an ethical manner?
Please enter your succinct answer here

Example MIFireE IPD Report

IPD OBJECTIVES and SUPPORTING EVIDENCE: With direct reference to the IFE MIFireE competencies, which are based on the MIFireE IPD objectives (see document: MIFireE Grade Initial Professional Development (IPD) Report Guidance), please provide in the boxes below the best evidence of your experience.

Applicant's Name: A N Other
Date: 01/01/2024

Career Episode 1 Project title – Warehouse Fire Risk Assessment
Summary (200 words max.)
This project required me to provide a Fire Risk Assessment for a large distribution centre, which featured extensive travel distances. A two-storey office block was attached to the warehouse, and the site featured a number of outbuildings. I developed a desktop audit form, which I used to record evidence to support the training, maintenance, testing and servicing requirements pursuant to demonstrate compliance with the Fire Safety Order. My approach was to review the recent legislative changes and emerging risks for this type of environment, based on my experience and understanding of similar Fire Risk Assessments that I had undertaken previously. I provided a fee proposal and agreed a system of work providing a Risk Assessment Method Statement (RAMS) to outline my procedures to ensure safety whilst on site.
Career Episode 2 Project title – Fire Marshal Training Course
Summary (200 words max.)
I was commissioned by the same client (above) to provide specialist training for Fire Marshals on site and set about developing a course that considered the extensive site layout and the risks associated with the warehouse environment from my understanding of the actions identified in the Fire Risk Assessment. In order to improve my credibility in this environment, to add to my considerable experience in delivering training courses, I set about developing a course that could be presented for third party approval. I was able to achieve 'Approved Course' status from the IFE and used the course as a model to develop bespoke training for each of the client's sites. I was able to incorporate both emerging trends and site-specific issues to deliver a focused training session for their fire marshals, which featured a consolidation exercise using their fire emergency procedures.
Career Episode 3 Project title – School of Architecture presentation
Summary (200 words max.)
I was approached by a university to develop and deliver specialist input to students on the Welsh School of Architecture degree course. Using the information obtained from the learning outcomes I developed two sessions for each of year 2 and year 3 students, incorporating a number of exercises to assist in confirmation of understanding. The first session was focused on the use of prescriptive guidance from Approved Document B and featured some simple layouts to demonstrate the application of the fire safety principles. The examples were taken from projects that I had been involved in, which allowed robust feedback for any queries that arose. The second session focussed on the use of BS9999, which allowed a comparison to be drawn on how mitigating circumstances can allow greater design freedoms for architects. The use of my personal experience in the application of the guidance in these documents enabled me to elaborate on how architects can take advantage of design freedoms and features to enable more creative designs.

Career Episode 4 Project title – Fire Stopping Survey
Summary (200 words max.)
During the construction of a multi storey residential building, I was approached by my client to undertake a fire stopping survey following concerns they had about the standards they had observed. I agreed to undertake the project but acknowledged that my accreditation could be improved. I subsequently attended an approved fire stopping inspector's course and obtained the requisite knowledge, understanding and competence to confidently accept the commission. One of my first tasks was to create a Risk Assessment Method Statement (RAMS) for the principal contractor. I highlighted the areas that would require opening at critical fire stopping locations, to enable investigation and an auditable photographic log of the survey outcome. I undertook the survey and developed a comprehensive report for the client.
Career Episode 5 Project title – Fire and Rescue incident
Summary (200 words max.)
I was incident commander at an incident that involved a fire in a two-storey converted building used for student accommodation. On arrival I was met by four students who had escaped the premises after one of them had attempted, unsuccessfully, to tackle an accidental fire in one of the student's rooms, using fire extinguishers. I was informed that two young female occupants were on the roof, after using an escape route that led to a roof only, with no possible escape beyond, and which was landlocked and not easily accessible. One of the students advised me that he had attempted to use fire extinguishers, which both failed to operate.
Career Episode 6 Project title – Scout hut occupation
Summary (200 words max.)
I arranged a visit for myself and my fire crew to a scout hut for a community safety initiative where I gave a talk to a number of scouts and parents about fire safety at home, using key stage 2 visual aids and props to engage with the audience. Whilst I was there, I was asked to give advice on the proposed use of the hall for a Christmas party, following which I undertook some calculations to assess the number of occupants that could be safely accommodated in the hall, based on the floor space and the number/size of exits.

Objective A: Use a combination of general and specialist fire engineering knowledge and understanding to apply existing and emerging technology.
A1 How have you maintained and extended a sound theoretical approach to the application of technology in fire engineering practices?
During the visit outlined in episode 6, above, the scout leader asked for my advice on the proposal to hold a Christmas party in the hut. I took rough some measurements of the area, which was approx. 8m x 7m and calculated the max occupancy that could be expected using the floor space factors from Approved Document B (table D1). An occupancy factor of 0.5m^2/person resulted in 112 persons (56/0.5). The scout leader confirmed that the maximum would be no more than 80. I was able to confirm that the door provision was also satisfactory as there were two doors at 750mm wide, and one door at 1050 wide which would be discounted due to the potential fire location restricting its use. The remaining two doors at 750mm would each allow a capacity of 60 persons, therefore the door widths were also considered acceptable. The scout leader also suggested that he was also going to install a Christmas tree, and I advised him that if that was the case, it should be located remote from the fire exits, and suggested that he observe the advice on our website for Christmas trees. I noted that there was also a high ceiling (>3m), which would assist in ensuring tenability during the evacuation as it would act as a smoke reservoir. I note that within BS9999, an allowance of 5% could be added to travel distances, which could be considered when reviewing his risk assessment – which I advised that he should do.
A2 How have you used a sound evidence-based approach to problem solving and contributed to continuous improvement?
When undertaking the fire risk assessment outlined in work episode 1, I observed that hot works were being undertaken without the necessary precautions (no fire extinguisher provided). I advised the client of the risk and proposed a number of improvements. I highlighted that, in the last two years fires caused by hot works have resulted in losses of over £250m to premises and associated loss of profit. I was aware, from experience, that the insurers offered a very good hot works and abrasive wheels course, which the maintenance team would benefit from attending, and proposed that this should be considered. I also suggested that they could purchase a thermal imaging camera (TIC) to monitor areas post hot works, as part of their hot works procedure. The TIC could also be used as part of a pre-emptive maintenance programme to monitor large distribution panels and conveyor systems where friction can increase the potential for fires. I suggested further improvements to their fire safety management system, noting that they operate a number of forklift trucks which require regular charging, some of which include Li-ion battery systems. I advised the client of the risk of 'thermal runaway' which is a phenomenon typically associated with the over-charging or damage to Li-ion batteries. I proposed that they should include training for forklift truck drivers to understand the risk, and for any device that is subject to damage to be removed to a safe area for monitoring – using the TIC look for increase in heat signature – beyond an agreed threshold. I incorporated the additional information into the fire marshal training programme (work episode 2) to ensure all managers were informed and could identify and prevent the potential for fires to develop.

Objective B: Apply appropriate theoretical and practical methods to design, develop, manufacture, construct, commission, operate and maintain fire engineering products, processes, systems, and services.
B1 How have you identified, reviewed, and selected techniques, procedures and methods to undertake fire engineering tasks?
During the fire risk assessment highlighted in career episode 1, I observed that the travel distances in the warehouse were excessive at around 100m from the most onerous locations. I reviewed the fire strategy to confirm the rationale for justifying the additional distances. I was aware that high ceilings can allow a 30% extension of travel distances up to a maximum of 60m for an A3 risk profile (BS99999), which could be applied here. Clearly 100m was still well beyond the acceptable maximum distance when using BS9999, and as such ASET/RSET principles were considered using Computational Fluid Dynamics (CFD). An Ultra-fast fire was appropriately used for a design fire, with the operation of sprinklers triggering a steady state fire, during which tenability could be demonstrated at ground level for the duration of the CFD model run (ASET). The fire model was run for 500s, which was adequate for escape purposes, given that t_{det} was 45s (from CFD), t_{alarm} was 60s (VESDA), t_{pre} was proposed as 90s, followed by t_{trav} of 100m at 1.19m/s (84s) = Total 279s (RSET). I considered this justification as robust for risk assessment purposes, with the observation that the site provided a high level of fire safety management and training.
B2 How have you contributed to design and development of fire engineering solutions?
During the risk assessment process discussed in work episode 1, the client asked me for my comment on the proposal to introduce a portacabin style office within the ambient warehouse. I advised that as the warehouse was provided with a sprinkler system in accordance with BS EN 12845, the sprinkler system would need to be extended to cover the office as it would not meet the conditions for exemption as expressed within the guidance. I also advised that the existing fire alarm system was adequate to compensate for what effectively would be an inner room but would be enhanced with an additional point detector and large vision panel overlooking the warehouse.
B3 How have you implemented design solutions and contributed to their evaluation?
When undertaking the fire risk assessment following the work outlined above (episode 1), I was able to evaluate the correct installation of the sprinkler system extension and observed the appropriate testing and certification of the system by a third-party accredited sprinkler engineering company. I subsequently recommended improvement to the sprinkler plans provided as part of the fire service information pack. The pack is located at the gatehouse, and I proposed that the information should be updated to include details of the office sprinkler extension, highlighting the relevant sprinkler valve required to isolate the supply. This would then be consistent with advice within the fire service information pack.

Objective C: Provide technical and commercial management.
C1 How have you planned for effective project implementation?
When undertaking the fire stopping audit project (career episode 4) I requested the fire strategy and plans for the site, and confirmed a scope of work, outlining access requirements to be provide by the contractor. I then developed a project delivery plan. I assessed the number of days that would be required on site and included time for further research and personal development prior to project initiation. I included time for documentation to

be obtained from a number of sources such as architects, contractors, product manufacturers, test laboratories etc.
C2 How have you managed the planning, budgeting and organisation of tasks, people and resources?
Following the above project planning exercise, I presented the project implementation plan to the client, which was accepted, and I then produced a fee proposal, which was signed by the client. I subsequently contacted the principal contractor and arranged a meeting to outline project implementation timelines and key milestones. I agreed with the contractor a site audit date, following confirmation of access arrangements and further assistance to enable opening to be undertaken with the minimum of disruption to ongoing construction work. I annotated a set of plans and agreed how I expected the work would progress, and the required skills and equipment for opening. At the request of the contractor, I made some adjustments to the locations to restrict the impact of subsequent remedial works without detrimental impact on the project outcomes.
C3 How have you managed teams and developed staff to meet changing technical and managerial needs?
When undertaking fire risk assessments (career episode 1), I am often asked to provide fire marshal training at the same site (episode 2) and often employ the services of an associate to undertake the fire risk assessment whilst I deliver the fire marshal training. I have provided a template for my associate to use whilst undertaking the fire risk assessments and have drafted an operational procedure to ensure consistency of approach from initial engagement to consultation and project delivery. I initially mentored my associate, during a shadowing session at a similar site, provided advice and demonstrated the use of phone-based apps to record the site audit. I also provided an opportunity for my associate to attend the same fire risk assessment course, which allowed him to apply for third party fire risk assessor accreditor, which he is yet to undertake, but is committed to doing so. I review each FRA that the associate produces and offer feedback accordingly.
C4 How have you managed continuous quality improvement?
During the development of the fire risk assessment process outlined in work episode 1, I identified that there was an opportunity to improve the fire risk management system for my client. I now include recommendations in the fire risk assessment that annual servicing of risk critical fire safety equipment should be undertaken by contractors who are registered with a third-party accredited scheme such as BAFE SP205-1 which covers Fire Detection and Fire Alarm Systems. This has now been adopted as a policy following my review of the fire safety policy with the client.

Objective D: Demonstrate effective interpersonal skills.
D1 How have you communicated in English with others at all levels?
During career episode 2 I developed and delivered a fire marshal training course for my client who employs a number of staff from a wide variety of nationalities. They are required to speak English as necessary for their role, but I am mindful of some difficulties and as such I tailor my delivery to limit unnecessary technical jargon and acronyms. When delivering to other audiences, I use a more elaborate and technical description, for example, when presenting to students at the School of Architecture as outlined in career episode 3. I employ a different level of communication for each of the career episodes outlined.

D2 How have you presented and discussed proposals?
Following career episode 1, I held a debrief with the client using my site audit record to highlight and discuss the issues that have resulted in recommendations and further remedial work in the action plan. I use photographs and relate to the guidance and standards within the fire risk assessment – factories and warehouses (HM Government), to elaborate the rationale behind my observations and recommendations. I hold a number of videos on my phone and laptop that I can use to draw attention to and emphasise the risks. For example, when I propose that battery management needs to be improved, I show a video of an incident involving an electric scooter being charged. Together with the photograph of an electric scooter being charged in their means of escape, this helps to enforce my proposals. My subsequent Fire Risk Assessment, and covering email, provide links to the relevant guidance documents and videos.
D3 How have you demonstrated personal and social skills?
When attending incidents, such as that outlined in career episode 5, I adopt a compassionate and conciliatory approach to ensure the most effective interaction with occupants. I provide a reassuring voice to support them in what can be very stressful circumstances. Taking this approach to the incident outlined, I was able to develop a trusting relationship with the occupants, with the outcome that they were happy to provide witness impact statements to our fire safety inspecting officers, which were invaluable in securing a successful conviction for the landlord in this instance. I always offer a helpful, non-judgemental approach when speaking to occupants upon arrival to enable a more accurate history and opportunity for a full and effective briefing for BA crews and firefighting intervention.

Objective E: Demonstrate a personal commitment to professional standards, recognising obligations to society, the profession and the environment.
E1 How have you complied with relevant Codes of Conduct?
When undertaking fire risk assessments, as outlined in work episode1, I recognised the need for me to improve my professional standards and integrity. I identified a suitable accredited fire risk assessment course offered by the FPA, which I undertook and passed. This then allowed me to apply to join the Fire Risk Assessor Certificate Scheme, offered by Warrington Fire. I undertook the necessary work to demonstrate my competence and joined the scheme. I am regularly assessed as part of the scheme and feel proud to be recognised for me professional standards. I was subsequently able to annotate my fire risk assessment with my FRACS membership logo.
E2 How have you managed and applied safe systems of work?
During the incident outlined in career episode 5, I immediately ‘made-up’ to increase the attendance by another fire appliance, and the specialist hydraulic platform to allow the boom to be used to rescue the two female occupants from the rear of a pitched roof, where the fire escape terminated. I also committed a crew of two firefighters to don full PPE and BA, to initiate firefighting intervention from within the building. I included a request in my first message to control for an ambulance to attend and provide treatment to a young student who was suffering from smoke inhalation. I gathered advice from one of the occupants who advised on the location of the fire, and briefed crews before directing another crew member to administer oxygen therapy to the occupant suffering from smoke inhalation prior to arrival of paramedics

E3 How have you undertaken engineering activities in a way that contributes to sustainable development?
During my work to deliver the presentations outlined in career episode 3, I have offered to deliver my input using zoom and/or Microsoft teams, which I subsequently delivered, on a number of occasions, particularly during Covid restrictions. Where I am requested to attend, I use the train. I constantly look for opportunities to reduce my impact on the environment and pride myself on operating a paperless office. I no longer offer printed certificates and use digital versions of my consolidation exercises for students to download and mark-up accordingly. With respect to career episode 1, I use a phone app to record my site audit and use a laptop to record my desktop audit, thus saving on unnecessary printing. I also travel to site by train where the distance is greater than 100 miles.
E4 How have you carried out the continuing professional development necessary to maintain and enhance competence in your areas of practice?
As a member of the IIFE, whilst I always undertake the recommended minimum hours CPD, I also commit to improve my knowledge for every project I undertake. I undertake a gap analysis to highlight any learning needs for myself and research or identify specific CPD events that will enhance my understanding to improve my competence. Even if I don't consider any further needs, I will review the relevant guidance and legislation and undertake further research to add value to my work during projects.
E5 How have you exercised responsibilities in an ethical manner?
Following the work undertaken during work episode 4, I produced a report for my client which highlighted a number of issues that would require significant remedial work. I consulted with the contractor during the audit process to identify the procedure for installing the fire stopping and cavity barriers, which is where I identified the cause. Whilst I didn't disclose my thoughts with the contractor, I was able to report to the client that the cavity barriers were not being installed correctly and would need a full inspection and remediation by a third-party accredited and certified installer. The cavity barriers were being installed by the bricklayers for an enhanced rate. It was clear that the bricklayers were not competent to instal the cavity barriers or fire stopping to the technical standards and specifications in accordance with the fire testing certification. I have subsequently made the redacted report the subject of a CROSS report, which has been published.