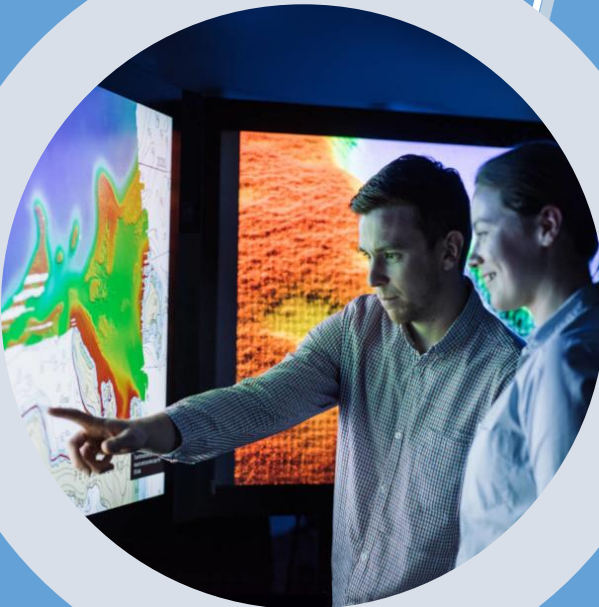




International Federation of
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Hydrographic Professional Accreditation Scheme

HPAS Application: Critique Guidelines

May 2021 | Revision A

Each HPAS Applicant (Level 2 to Ø) is required to submit a Critique for one of the surveys undertaken where the sample Report of Survey or relevant alternative document has been submitted as part of the application. This needs to provide a clear context for the survey requirements, the rationale for the survey methodology adopted and a critique of any aspects considered relevant to demonstrate the competency of the applicant are required. There is also an opportunity at the end of the Critique to describe more widely your overall contribution to the profession.

The Critique is intended to give the panel a view as to the competencies and experiences of the applicant and how those competencies and experiences are applied to real-world survey issues. Where the CV, logbook and experience matrix describe the competencies in a more quantitative form, the purpose of the critique is to describe them in a qualitative sense.

The critique should cover the whole project from the initial instructions, planning and preparation to data deliverables and conclusions with a clear context for the survey requirements, the rationale for the survey methodology adopted, a general assessment of the risks and how these were mitigated as well as an appraisal of the performance and suitability of the survey, including data examples where possible. Aspects considered relevant and demonstrate the knowledge, understanding and competency of the applicant are key.

In some cases, for a Level Ø application, an applicant may not be able to use recent survey examples. In such cases, applicants can choose an alternative project or activity with a written report output to demonstrate their competence and experience and should adapt the framework below for their critique accordingly.

As a guide, your word count should be between 1000 and 1500 words. The maximum permissible word count is 2000 words. Use the following headings/sections to structure your document:

Table 0: Survey critique section guidelines

| Heading/Section | Description/Content |
|--|---|
| 1. Context for the Survey Requirements | Describe the primary (and secondary if appropriate) purpose of the survey, the end products needed and the requirements which needed to be achieved. Refer to standards and specifications. Consider clients and end users. Demonstrate how this relates to the bigger-picture. |
| 2. Rationale for the Selected Survey Methodology and Equipment | Briefly describe the environment and how the requirements and other considerations drove the choice of equipment. Explain any alternative approaches and why these were discounted or not adopted. |
| 3. Risk and Risk Mitigation | Briefly describe risks to the successful completion of the project which were considered and how these were mitigated throughout the project cycle. |
| 4. Planning | Briefly describe the planning process undertaken and all operational factors considered prior to deployment. |

| Heading/Section | Description/Content |
|---|--|
| 5. Operational Issues | Briefly describe the general approach to the works, detailing the personnel and equipment deployed including any problems encountered and how these were overcome to ensure a successful delivery. Referencing any unexpected events and challenges that may have impacted on the survey, provide an analysis of how you would avoid these in future similar projects. |
| 6. Post Fieldwork Activity | Briefly describe the general approach to the processing of data and observations, detailing any problems encountered and how these were overcome to ensure a successful delivery. Clearly describe your input at this stage, and how you influenced the final outcomes. |
| 7. Appraisal of the Survey and its Suitability to the Requirement | Briefly describe the outcome of the survey, compliance with standards/specification and any deficiencies. Assess the suitability of the survey deliverables to the initial stated requirement and user needs. If any written independent assessment already exists, this can also be provided to support your application. |
| 8. My Role and Contribution | This section should be the main focus of your critique. Clearly describe your role within the project, the key contributions you made and how this helps demonstrate your competencies. For levels 1 and Ø, this should include information on knowledge transfer to less experienced personnel. |
| 9. Conclusion | Provide your overall conclusions for the activity and outcomes noting the key successes as well as any improvements that you would advise or recommend to a future survey team. |
| 10. Wider Contribution to Hydrography | For levels 1 and Ø only. This is a final opportunity to expand beyond your example projects into your wider career. Describe how you have successfully influenced the projects you have worked on, the organisations you have worked for/with and how you have influenced the hydrographic profession in general. |