



The Royal Institution of Naval Architects

## Guidance On the Professional Review Interview for Registration with the Engineering Council

### Introduction

All candidates whose who are applying for registration with the Engineering Council have their application assessed by the Membership Committee as meeting the requirements for registration as a CEng or IEng.

If the Membership Committee approves a candidate's application, they will also be required to undergo a **Professional Review Interview**, otherwise known as a PRI.

#### Why is a Professional Review Interview required?

##### 1. Validation of Competence

- The interview ensures that candidates meet the required standards for professional registration, including technical expertise, engineering knowledge, and the ability to apply them in practice.
- It confirms that candidates can demonstrate the competencies outlined in the Engineering Council's professional standards outlined in the [UK-SPEC 4<sup>th</sup> Edition](#).

##### 2. Assessment of Professional Judgment, Decision Making and Responsibility

- The interview allows assessors to evaluate the candidate's ability to exercise sound professional judgment, handle complex situations, and make decisions that align with engineering ethics and practices.

##### 3. Verification of Work Experience

- It provides a forum for candidates to elaborate on the work experience detailed in their application, offering specific examples of how they have applied engineering principles and achieved key outcomes.

##### 4. Demonstration of Communication Skills

- Strong communication skills are essential for engineering professionals, particularly when interacting with clients, stakeholders, and multidisciplinary teams.
- The interview assesses the candidate's ability to clearly and effectively explain their work, ideas, and solutions.

##### 5. Testing Ethical Awareness

- The interview ensures that candidates understand their professional and ethical responsibilities, including safeguarding public health, safety, and the environment.

##### 6. Personal Interaction

- Unlike written submissions, an interview allows the candidate to personally engage with assessors, providing opportunities to clarify points, discuss challenges, and demonstrate personal initiative.

##### 7. Confirmation of Commitment

- The interview confirms the candidate's commitment to professional development, lifelong learning, and adherence to the standards and values of the engineering

profession.

In summary, the Professional Registration interview is a critical step in assessing a candidate's readiness to take on the responsibilities of a registered Incorporated Engineer (IEng) or Chartered Engineer (CEng), ensuring they meet both technical and ethical standards.

## BEFORE THE INTERVIEW

1. Successful candidates will be informed of the requirement for a Professional Review Interview within 2 weeks of their application being considered by the Membership Committee.
2. Candidates will also be informed whether the Interview will be organised by the Candidate's local branch, by Headquarters or remotely (by online video conference such as MS Teams or Zoom).
3. RINA aims to arrange your PRI within 2-3 months of the Membership Committee considering your application. PRIs are run by trained volunteers. Depending on the availability of these volunteers, who often have full-time professional jobs, and the number of candidates requiring an interview, it may take longer than 2-3 months for the PRI to be arranged.
4. In advance of the PRI, the candidate will be provided the following information:
  - **Guidance on the Professional Review Interview**
  - **Code of Professional Conduct**
5. Candidates' preparation for the Interview should include:

### Reviewing your documentation

- Make sure they familiarize themselves with the UK-SPEC 4<sup>th</sup> Edition, alongside RINA IPD logbooks for the grade they are applying for.
- Review their application documentation so they can discuss their professional development without referring to it in the PRI. You can prepare notes, but you are not expected to 'read' off a script, your CV or an online AI tool.

### Prepare to talk about your engineering experience

- Prepare and document experience that a candidate can use to demonstrate to the panel they are an *Independent Practising Engineer*.
- The interview assesses a candidate's ability to communicate clearly and professionally. Practice:
  - Explaining complex engineering concepts in simple terms.
  - Answering questions concisely and confidently.
  - Engaging with technical and non-technical audiences.
- Reflect on key projects they have worked on: Identify significant engineering projects or tasks you've worked on. Explain the specific contributions they gave.
- Focus on problem-solving and innovation. Candidates should think of examples of how they have demonstrated creativity, innovation, and problem-solving skills.
- A candidate should be ready to explain their responsibility levels, their decision-making process, technical approaches, and the outcomes.

- Collate different engineering challenges faced and how you resolved them.

### **Reflect on your professional development, wider impact of engineering, the RINA Code of Conduct**

- CPD activity that the candidate has undertaken that contributes to their future professional development
- The candidate must be prepared to talk about the implications of engineering to the wider social, economic and environmental impact of their work.
- Familiarising themselves with their responsibilities as described in the Code of Professional Conduct.

### **THE INTERVIEW PANEL**

6. The Interview will be conducted by two members of the Institution who hold either Member of RINA (MRINA) or Fellow of RINA (FRINA) and registered with the Engineering Council. Our interviewers will be trained and have had experience in conducting interviews. A member of another Institution who is familiar with the candidate's area of expertise may act as a second interviewer. Where the candidate is a Fellow, the Interview Panel will include a Fellow of the Institution.
7. Prior to the Interview, members of the Panel will have received copies of the following:
  - The candidate's Application Form
  - Candidate's application documentation
  - They may also have received a request from the Membership Committee to examine specific areas of the candidate's Professional Review Report

### **THE INTERVIEW**

8. Candidates will be asked to show a copy of photographic ID which shows that you are the correct person to be interviewed.
9. Candidates should prepare for an approximately 1 hour (60 minutes) interview.
10. The fundamental purpose of the interview is to confirm whether the candidate meets the competency requirements as laid out in the Engineering Council's UK-SPEC 4<sup>th</sup> Edition for the grade they are applying for.
11. The Interview will be conducted as an appraisal of the candidate's technical abilities, and will seek to confirm and expand upon the information given in the written Report. A PRI is not considered a 'job interview' where candidates are 'grilled' on their experience and knowledge.
12. The Interviewers will seek to confirm that the candidate has achieved the Professional Development Objectives outlined in the RINA IPD logbooks, which define the scopes and levels of professional competence and commitment required for registration.
13. During the interview, the panel will look to make an *assessment of competency*. Candidates will need to demonstrate this competency through the following three levels:

**Level 1:** Having knowledge or being aware of an activity's existence and the reason for it

**Level 2:** Understanding the reason for an activity. Being familiar with how it should be carried out, or can carry it out with supervision

**Level 3:** Having the skill to be able to carry out an activity competently and without further guidance or direct supervision

It is expected that a candidate is able to demonstrate Level 3 competency to meet the requirements for registration

14. The Interviewers will also seek to confirm that the candidate is aware and understands the wider aspects of engineering inside and outside the naval architecture and maritime technology fields.
15. They will examine the candidate's awareness of the need for Continuing Professional Development and how it will be achieved.
16. They will also examine the candidate's understanding of the ethical, economic and environmental impact of technology in the maritime industry and have an appreciation of the Institution's Code of Professional Conduct and its implications for individual members.

## AFTER THE INTERVIEW

After the Interview, the comments from the Interview Panel will be reported to the Membership Committee for a final decision on the application. The members of the Panel are not permitted to disclose their conclusions and recommendations to the candidate.

The candidate will be formally informed of the outcome, typically no later than two months after the interview, depending upon the timing of the next Membership Committee meeting.

If the Membership Committee is satisfied that the candidate has met the requirements for registration, an application will be made to the Engineering Council for the candidate to be placed on the CEng or IEng Register. You will need to pay a one-off registration fee alongside the annual fee for the grade you are applying for.

If the Membership Committee does not consider that the candidate has met the requirements, it will typically recommend those areas in which it considers that the candidate requires further experience, and when application should be made again.

A candidate has the right to appeal against the decision of the Membership Committee. The Membership Department will advise on the appeal procedure.

## ADVICE AND ASSISTANCE

The Membership Department at [Membership@rina.org.uk](mailto:Membership@rina.org.uk) is ready at all times to advise and assist candidates in preparing for the Professional Review Interview.

### **Requesting Reasonable Adjustments**

All candidates should have the best chance possible to gain Professional Registration.

If a candidate would like to request a reasonable adjustment to their interview, they should contact our membership team in advance of the interview.

A reasonable adjustment involves making a change to the way that RINA usually conducts our PRIS to ensure that we are fair to people with a disability or additional requirements and can fully participate in the PRI.

Rev Winter 2025