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**RTPI  
Practice  
Advice**



# **A GUIDE TO WORKING INTERNATIONALLY**

**Advice and support from the RTPI**

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**RTPI**

mediation of space · making of place



# A guide to working internationally

## Introduction

This guide is for Royal Town Planning Institute (RTPI) members who are currently based in the United Kingdom (UK) or the Republic of Ireland (ROI) and who are interested in working in other countries. It is also for independent consultants or small consultancies keen to expand their services, and larger consultancies, although we acknowledge they may already be aware of the issues that need to be considered if they have an existing international presence. Planners living in other countries may also find it useful.

This guide contains general information, tips and relevant UK and ROI contacts. It does not replace undertaking your own detailed research and preparation. Before considering relocating or expanding, it is essential to have a good understanding of the country and its people, the political and planning systems, and its legal, financial and tax requirements.

Further information can be found on our website at: [www.rtpi.org.uk/international/](http://www.rtpi.org.uk/international/)

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# 1 General information

## Why work internationally?

Planning is an international discipline and the key principles of planning can be transferred to different jurisdictions. There are many reasons why practising planners, graduates and consultancies have or are considering working in other countries. Planners with MRTPI status (i.e. Chartered town planners) or working towards this (i.e. Licentiates) are highly regarded internationally. Reasons why you might want to consider working in other countries include being offered an international job, wanting to broaden and share your planning skills, or winning work in another country. Benefits include:

- Challenging yourself in a new environment;
- Sharing skills and gaining new knowledge;
- Career advancement;
- Assisting communities to rebuild after experiencing disasters;
- Working on different projects and broadening your financial base if you are a private consultant or small consultancy.

## General considerations

Each country has its own customs, political, legal, banking and planning systems – and its own challenges and solutions. Different systems, ways of life and challenges are not necessarily a problem if you are prepared and willing to do some research beforehand, but may impact on the decisions you make. For example, are town planners recognised as a profession and if so do you need to be registered with your host country's planning institute or with a government department or registration board? Is it safe to travel throughout the country or are some parts off limits? Are vaccinations required?

Do you have a passport that entitles you to work there or will you need to get a visa? If you need a visa, what is the process and paperwork required, how long will it take and are there any restrictions, for example, length of time and type of work you are permitted to do in that country? Are there specific areas you are advised to live in or alternatively not allowed to stay in? Are there public health care systems that you can access or will you need to join a private care scheme and pay for doctors' appointments, prescriptions, hospital admissions etc? If you plan to travel with family members, you will also need to investigate what they will require in order to live, work, be educated and cared for there.

Are women treated equally and allowed to work professionally or are there restrictions, for example, will you need to be accompanied by a man or a local person when attending meetings or undertaking site visits? Is gender diversity or sexual orientation recognised and is it legal or is it criminalised? For example, in some countries homosexuality is illegal and can involve losing your job or being sent to prison. It is advisable to read up on the laws of the country so that you are prepared.

What are the working conditions like? For example, some countries work longer hours and have fewer annual leave days than others. Concepts such as maternity and paternity leave may be commonplace in some countries but in other places hardly exist at all. Some places have bad roads and limited public transport. Others have unreliable electricity supplies and poor internet connections. Administrative processes may be overly bureaucratic, require extensive amounts of paperwork and take a long time. Corruption may be encountered which may too affect legal paperwork such as visas or the outcome of any projects you work on. Local crime levels may be very high and embassies may advise living in a secure area or compound designed for foreign workers. Note: in some countries alcohol is forbidden and only allowed to be consumed in foreign worker compounds. It is always best to check what is permitted by contacting the UK's Foreign and Commonwealth Office ([www.fco.gov.uk](http://www.fco.gov.uk)), the Republic of Ireland's Department of Foreign Affairs ([www.dfa.ie](http://www.dfa.ie)) or the local UK or ROI embassy within the country (see Section 7).

You will also need to consider how you will get paid, if you need a local bank account and if so, what documentation and processes you will have to go through to get one (for example a visa, a local referee and proof of address). There could be restrictions on bringing in or taking out local currency. You will also need to consider any tax requirements and ensure you are legally compliant to operate in that country.

Finally, the terms of the UK's vote to leave the European Union (EU) (i.e. 'Brexit') are still being worked out and once finalised, may impact on the freedom of UK citizens to move to EU countries to work and vice versa. You should check the UK Department for Exiting the European Union for the latest information. See: [www.gov.uk/government/organisations/department-for-exiting-the-european-union](http://www.gov.uk/government/organisations/department-for-exiting-the-european-union)

## Cultural awareness and social customs

Many countries have their own customs on forms of greeting, time keeping, attire and what is considered inappropriate behaviour. If you are aware of and respect the social and business customs in the country you plan to work in you should have more successful professional and business relationships and avoid causing offence.

Demonstrating your cultural sensitivity and having the ability to adjust to the environment you are in can be very important for you and your employer, because you want to be able to work effectively and to enjoy your experience.



Salutations can also be more formal and, if not used, you may be considered rude. For example, not including a salutation at the beginning of an email or just addressing a person by their first name may cause offence. It is therefore best practice to use a salutation such as 'Dear, Good Morning, To' at the start of an email and then address someone using a title such as 'Mr, Ms, Dr'. In other cases, addressing the correct person can also be of critical importance, for example, in Chinese culture, the most senior person from both sides need to address each other first, in many traditional African communities you need to speak to the local chief or tribal elders first. In Japan the exchange of business cards in a particular and formal way is an essential part of Japanese business etiquette.

Some cultures place great significance on punctuality and others have a more relaxed attitude when it comes to being on time. Other cultures like to 'seal the deal' or mark an agreement with a celebratory drink or meal. Some expect a high level of social engagement in addition to professional engagement with colleagues and clients. If you have specific dietary requirements for religious, health or personal reasons you may need to assess how best to deal with these situations, for example either finding someone who can go on your behalf and/or explaining to clients why you cannot undertake some of these traditions.

## Time differences and holiday observance

It is advisable to consider the time difference between your office and the site if you are working elsewhere. It is also advisable to check if the country observes daylight time savings and when these changes take place. Observance of what are considered working days, and national, local, public and/or religious holidays can also impact on your ability to meet deadlines.

## Further information

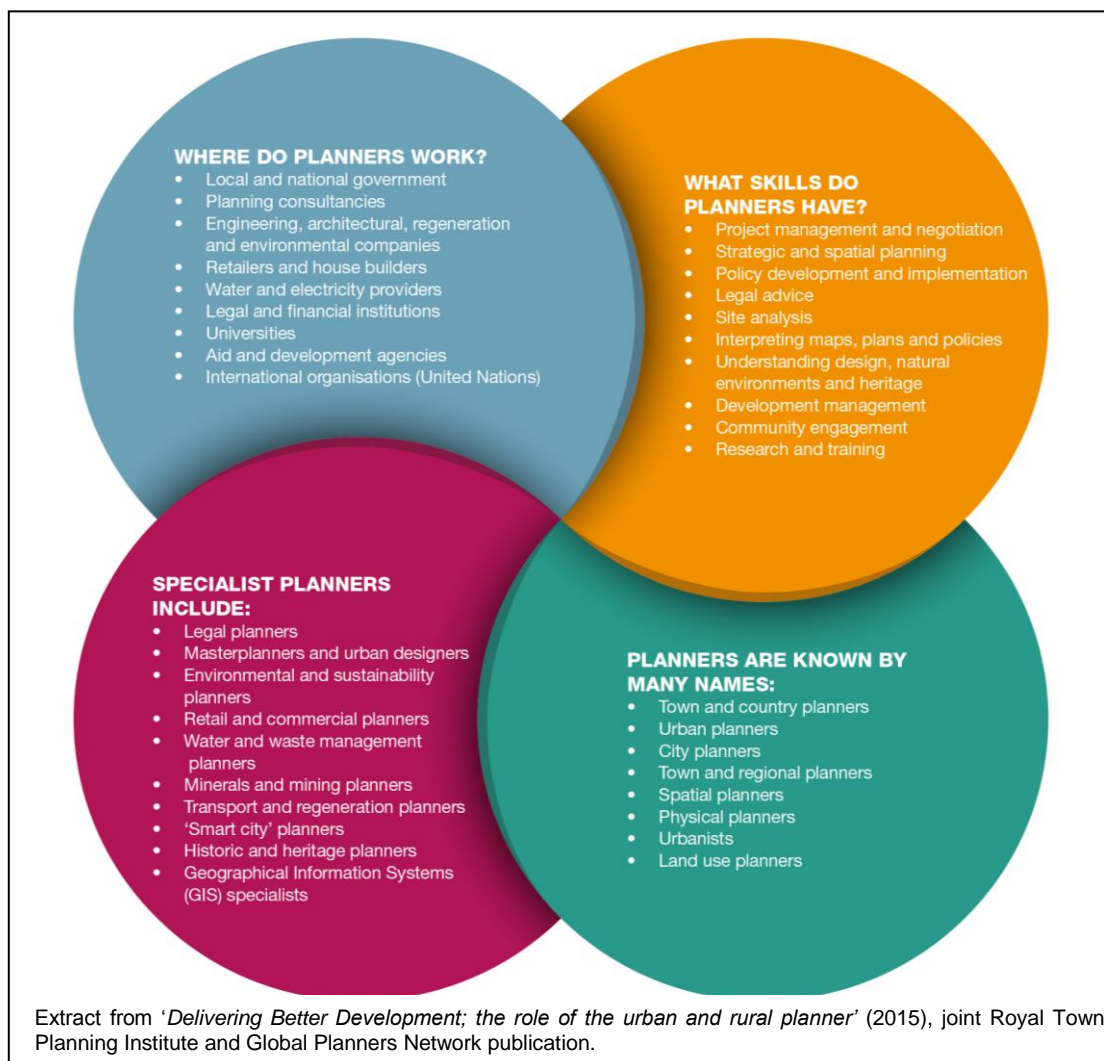
1. Section 7: Other tips and sources of information on page 22;
2. The RTPI's international pages at [www.rtpi.org.uk/international](http://www.rtpi.org.uk/international)
3. The UK's Foreign and Commonwealth Office (FCO): [www.gov.uk/foreign-travel-advice](http://www.gov.uk/foreign-travel-advice) and ROI's Department of Foreign Affairs and Trade (DFAT) who also include information on embassies and consulates: [www.dfa.ie/](http://www.dfa.ie/)
4. The UK's Department for Exiting the European Union: [www.gov.uk/government/organisations/department-for-exiting-the-european-union](http://www.gov.uk/government/organisations/department-for-exiting-the-european-union)
5. The Central Intelligence Agency's World Factbook - <https://www.cia.gov/library/publications/the-world-factbook/>

## 2 International planning

### Introduction

All countries have a form of planning but the way it is recognised, understood, undertaken and by whom differs. Some countries have advanced planning systems, established planning institutes, and planners are recognised as specialists. Others see planning as a protected profession and require planners to be registered. Some have outdated planning systems and there is a shortage of skilled planners. Finally, there are some places where planners are not recognised, there are no local planning organisations, and planning is essentially a building regulation-based system with only architects and engineers carrying out planning work.

Planners worldwide are known by many names, but all follow the same principle: **acting on behalf of the public interest**. The diagram below sets out where planners work, skills, specialisms and the various names used:



## Planning institutes, organisations and registration boards

Several countries have a national planning institute or organisation – some are well resourced, have many members, lobby government, publish research and provide information on their websites, others are limited and may only have an email address or presence on a free social media platform such as Facebook or LinkedIn. In some countries planning is a protected profession which only permits registered professionals to practice. In this case there is a separate registration body and planning institute. It is best to research the status of the profession, the planning system and planning institutes and/or registration bodies beforehand.

For further information, see Section 6: Other professional planning organisations and opportunities. The RTPI also has a list at: [www.rtpi.org.uk/international](http://www.rtpi.org.uk/international) and the International Society of City and Regional Planners (IsoCARP) has an international planning organisations database at: <http://isocarp.org/home/international-planning-organisations/>

## International planning systems

In general, there are three different types of planning system operating throughout the world. These are:

1. **Discretionary system** for example the United Kingdom;
2. **Zoning system** for example United States of America;
3. **Hybrid/combination systems** for example Australia has some elements of a former discretionary system and has introduced a newer zoning system.

All planning systems are influenced by the political and legal system operating in that country. In addition, the point at which planning permission is required differs and property rights also play a key role in when and how planning permission is needed and what legal process is required. For example, in some countries you need to refer to title deeds and obtain consent from mortgage holders as part of the planning application process.

Some countries have more advanced planning systems, suited to their local conditions and others are less so. Countries that were previously colonised during the 19<sup>th</sup> and 20<sup>th</sup> centuries generally tend to follow the planning system that was introduced by the colonial country. For example, many Commonwealth countries' planning systems are based on Britain's 1947 Town and Country Planning Act but some have since adapted this over the years to create a planning system that is more suitable to their local conditions.

Different types of planning systems do not necessarily mean that you cannot use your skills as a planner. Instead you need to be able to apply your knowledge, share best practice, learn from others and be adaptable.

Information on planning systems can be sourced from planning institutes or from the **International Manual of Planning Practice**. The Manual, published by ISoCARP, provides a basic comparison of planning systems and practices, and a future outlook of planning in over 135 countries. RTPI members receive a discount and copies can be ordered online at: <http://isocarp.org/product/international-manual-planning-practice-impp/>

## International planning issues

Most countries face similar issues.



Extract from 'Delivering Better Development; the role of the urban and rural planner' (2015), joint Royal Town Planning Institute and Global Planners Network publication.

*Planners alongside other built and natural environment professionals are critical in addressing this range of issues and implementing international commitments*



In addition, the world is facing the biggest humanitarian crises since World War II due to increased conflicts and natural disasters. In addition, for the first time in human history, more people are living in urban areas than in rural areas where some of our biggest challenges are faced. Many countries are responding to these challenges by entering into a number of international legal commitments or agreements on sustainable development (<https://sustainabledevelopment.un.org/frameworks>). Some of these include:

- **Agenda 2030** and the global **Sustainable Development Goals** <https://sustainabledevelopment.un.org/post2015/transformingourworld>
- **New Urban Agenda and the City We Need** (Habitat III, Quito, Ecuador, 2016) <https://habitat3.org/the-new-urban-agenda/>
- **The International Framework on Climate Change** (Conference of the Parties, Paris, France, 2015 –i.e. ‘COP 21’) <http://unfccc.int/2860.php>
- **Agenda for Humanity** agreed at the World Humanitarian Summit (Istanbul, Turkey, 2016) [www.worldhumanitariansummit.org](http://www.worldhumanitariansummit.org). The Summit also saw the launch of the Global Alliance for Urban Crisis. The Alliance brings together humanitarian agencies, development agencies, urban professionals and local authority networks in an innovative partnership. The RTPI is a founding member of the Global Alliance and provides professional planning expertise via the **UK Built Environment Advisory Group**. This virtual network co-founded with the Royal Institute of British Architects (RIBA) and the IstructE (Institution of Structural Engineers) provides access to professional town planning, architecture and engineering services via our members. For further information see: [www.ukbeag.org](http://www.ukbeag.org)

The RTPI has been actively engaged in many of these commitments. See: [www.rtpi.org.uk/the-rtpi-near-you/rtpi-international/habitat-iii-and-cop21/](http://www.rtpi.org.uk/the-rtpi-near-you/rtpi-international/habitat-iii-and-cop21/)



## 3 RTPI requirements for members

### Introduction

The RTPI requires all our members to uphold their professional standards, refrain from unethical practices, undertake continuing professional development no matter where they work and keep us informed of changes in address our personal circumstance. The RTPI is a member of the International Ethics Standards Coalition which incorporates many of these principles. See: <https://ies-coalition.org/>.

### RTPI Code of Professional Conduct

Each country operates in a different political and legal sphere and therefore customs may be different. However, all members of the RTPI are bound by a **Code of Professional Conduct** setting out required standards of practice and ethics; and to use your post nominal (i.e. MRTPI) to demonstrate you are a professional planner. RTPI members are required to adhere to five core principles:

1. Competence, honesty and integrity;
2. Independent professional judgement;
3. Due care and diligence;
4. Equality and respect;
6. Professional behaviour.

Further information can be found at <http://www.rtpi.org.uk/membership/professional-standards/>. We have also published practice advice on **Ethics and Professional Standards** to support the Code and to guide members on their professional responsibilities. It includes information on conflicts of interest and gifts, hospitality, bribery and corruption, professional competence and ethical decision-making see: [www.rtpi.org.uk/ethics](http://www.rtpi.org.uk/ethics).

### Continuing professional development

The RTPI requires members wherever they are to plan, complete and record 50 hours of continuing professional development (CPD) in each two year period [www.rtpi.org.uk/cpd](http://www.rtpi.org.uk/cpd). CPD can include: attending conferences and events, structured reading, undertaking

research or online courses. Members working in other countries can keep their skills updated in a number of ways as suggested below:

<b>RTPI Learn</b>	Free, virtual learning site: <a href="http://www.rtpi.org.uk/education-and-careers/rtpi-learn/">www.rtpi.org.uk/education-and-careers/rtpi-learn/</a> .
<b>RTPI Policy, Research and Practice</b>	Policy, practice and research into the latest planning issues with many international case studies: <a href="http://www.rtpi.org.uk/knowledge/publications">www.rtpi.org.uk/knowledge/publications</a>
<b>RTPI Blogs</b>	Articles on the latest planning issues and thinking: <a href="http://www.rtpi.org.uk/briefing-room/rtpi-blog">www.rtpi.org.uk/briefing-room/rtpi-blog</a>
<b>The Planner</b>	RTPI monthly magazine is sent to all members The Planner website also contains news, articles, blogs and interviews: <a href="http://www.theplanner.co.uk/">www.theplanner.co.uk/</a>
<b>Planning Theory and Practice</b>	Internationally regarded research journal which aims to help improve critical reflection and review. The interface is free. Members receive a discount for the entire publication: <a href="http://www.rtpi.org.uk/knowledge/publications/planning-theory-and-practice/">http://www.rtpi.org.uk/knowledge/publications/planning-theory-and-practice/</a>
<b>RTPI Networks</b>	We run free networks which encourage informed discussion, share good practice, and advertise upcoming events and conferences. Networks include international, transport, urban design, independent consultants and research. To join: <a href="http://www.rtpi.org.uk/knowledge/networks/">www.rtpi.org.uk/knowledge/networks/</a>
<b>Social media</b>	The RTPI has an active social media presence. To join: <ul style="list-style-type: none"> <li>• Twitter - <a href="https://twitter.com/RTPIPlanners">www.twitter.com/RTPIPlanners</a></li> <li>• LinkedIn- <a href="http://www.linkedin.com/company/royal-town-planning-institute-rtpi-">www.linkedin.com/company/royal-town-planning-institute-rtpi-</a></li> <li>• Facebook – <a href="https://en-gb.facebook.com/RoyalTownPlanningInstitute/">https://en-gb.facebook.com/RoyalTownPlanningInstitute/</a></li> <li>• Instagram - <a href="http://www.instagram.com/rtpiplanners/">www.instagram.com/rtpiplanners/</a></li> <li>• International - <a href="https://twitter.com/internatRTPI">www.twitter.com/internatRTPI</a></li> </ul>
<b>Other opportunities provided by external organisations</b>	You can attend events, webinars and online conferences run by: <ul style="list-style-type: none"> <li>• Planning organisations and multinational planning consultancies;</li> <li>• World Town Planning Day Online Conference: <a href="http://www.planningtheworld.net">www.planningtheworld.net</a></li> <li>• The Commonwealth Association of Planners: <a href="http://www.commonwealth-planners.org/index.php/en/">www.commonwealth-planners.org/index.php/en/</a>;</li> <li>• The African Centre for Cities undertakes and publishes research; and hosts events on issues and new research from African cities: <a href="http://www.africancentreforcities.net/">www.africancentreforcities.net/</a></li> <li>• The Overseas Development Institute: <a href="http://www.odi.org/">www.odi.org/</a></li> <li>• Other professional institutes with a global outreach e.g. Royal Institute of Chartered Surveyors <a href="http://www.rics.org/uk/">www.rics.org/uk/</a> and Royal Institute of British Architects <a href="http://www.architecture.com">www.architecture.com</a></li> <li>• Publications by the United Nations and its subsidiaries e.g. UN-Habitat <a href="http://www.unhabitat.org">www.unhabitat.org</a> and the World Urban Campaign <a href="http://www.worldurbancampaign.org">www.worldurbancampaign.org</a>.</li> </ul>

## RTPI logo and professional designation



Chartered RTPI members, legal associates and practices employing two or more Chartered members can use the RTPI logo on their letter headings, email signatures and advertising material. This demonstrates professionalism and is a recognisable logo.

See: [www.rtpi.org.uk/membership/member-benefits-and-support/use-of-the-rtpi-logo/](http://www.rtpi.org.uk/membership/member-benefits-and-support/use-of-the-rtpi-logo/)

## Informing the RTPI

You are required to keep your details up to date by notifying us with your new address. If you set up in private practice you are also required to inform us within 28 days of establishing your new practice under the terms of the Code of Professional Conduct. You can change your details online at My RTPI [www.rtpi.org.uk/profile](http://www.rtpi.org.uk/profile) or email: [changeofaddress@rtpi.org.uk](mailto:changeofaddress@rtpi.org.uk).

Members based outside the UK and the ROI pay reduced fees so you should also inform our subscriptions department and ask them to recalculate your membership fee. You can do this by emailing our subscriptions team at [subscriptions@rtpi.org.uk](mailto:subscriptions@rtpi.org.uk). Further information can be found at: [www.rtpi.org.uk/membership/subscriptions-and-fees/](http://www.rtpi.org.uk/membership/subscriptions-and-fees/)

## 4 RTPI requirements for consultancies

### Introduction

The RTPI has information on starting your own consultancy, standard terms of business, and advice on bribery and corruption. We also advise obtaining legal and financial advice and contacting the UK's Her Majesty's Revenue and Customs (HMRC) or the ROI's Office of the Revenue and Commissioners (Revenue).

### Consultancy information

The RTPI advice note Starting Your Own Private Practice provides information for members considering starting their own planning consultancy. It covers issues which all members need to consider, including preparing a business plan, types of fees and effective marketing. See: [www.rtpi.org.uk/membership/member-benefits-and-support/consultancy-information/](http://www.rtpi.org.uk/membership/member-benefits-and-support/consultancy-information/).

### Professional indemnity insurance

RTPI members are required to hold professional indemnity insurance when working as a planning consultant. This ensures that you have adequate financial means if a claim is made against you by a client or a member of the public. RTPI members undertaking work outside the UK or ROI should obtain the best available cover for the work they undertake. The RTPI Insurance Hub provides further advice. See: [www.ps-insurance-hub.com/](http://www.ps-insurance-hub.com/).

### Standard terms of business

Before starting work on a commission, RTPI members must provide clients with written terms of business which sets out the relationship between the planning consultant or practice and the client, and confirm that the client has accepted. This must include a written fee arrangement and a clear indication of likely costs. If there is a variation in the terms of engagement, this should also be confirmed in writing.



## Bribery and corruption

The RTPI requires members to comply with anti-bribery and corruption legislation relevant to the country which they operate in. In some countries outside of the UK and Ireland, the practice of 'facilitating payments' (i.e. a bribe) is sometimes encountered.

However, members are at risk of a criminal offence if they offer or receive bribes under the UK Bribery Act 2010 which includes extra-territorial jurisdiction to deal with offences committed outside the UK. This includes an employee or person associated with the organisation. The UK's Ministry of Justice has published guidance which can be viewed at: [www.justice.gov.uk/downloads/legislation/bribery-act-2010-guidance.pdf](http://www.justice.gov.uk/downloads/legislation/bribery-act-2010-guidance.pdf).

The Republic of Ireland is due to enact similar anti-bribery laws in 2017.

## RTPI logo, professional designation and directory



The RTPI logo is an important way to promote your business as a planning consultant. Clients can be reassured that by appointing a Chartered town planner of the RTPI means professionalism, planning expertise and ethical practice. Practices

that employ more than one Chartered town planner are entitled to refer to the company as a whole as 'Chartered Town Planners' and can use the practice logo. Further advice: [www.rtpi.org.uk/membership/member-benefits-and-support/using-your-post-nominals-and-the-rtpi-logo/](http://www.rtpi.org.uk/membership/member-benefits-and-support/using-your-post-nominals-and-the-rtpi-logo/)

## RTPI directory of planning consultants

The RTPI's planning consultants' directory is open only to employers of Chartered town planners, making it a reliable source of help for anyone looking for professional help on planning issues. For further information and to register your company see: [www.rtpiconsultants.co.uk](http://www.rtpiconsultants.co.uk).

## 5 RTPI support

### Member benefits and support

The RTPI is committed to supporting and working with all our members at every stage in their career. As part of our service we offer a range of benefits and support. This includes a subscription to *The Planner* magazine which includes international articles, consultancy information and support, management advice and access to the RTPI Trust. This is a separate registered charity which provides support to members of the RTPI and their families who are in genuine financial hardship. All information can be found online at: [www.rtpi.org.uk/membership/member-benefits-and-support/](http://www.rtpi.org.uk/membership/member-benefits-and-support/).

### Dedicated international advice and information

The RTPI provides a range of information to members looking to work in the United Kingdom and other countries and can be found on our website site at: [www.rtpi.org.uk/international/](http://www.rtpi.org.uk/international/). There is information on

- international organisations,
- volunteering,
- information on working in the United Kingdom and other countries,
- international publications,
- international development network,
- social media i.e. Twitter and LinkedIn,
- conferences and events,
- world town planning day,
- news, and
- frequently asked questions.

### International networking

There are a number of free networks available to RTPI members and are all based in the UK. Some are run by the Institute see: [www.rtpi.org.uk/knowledge/networks](http://www.rtpi.org.uk/knowledge/networks). Others are more informal support networks run by RTPI members which help connect planners and in some cases provide informal advice, networking and social activities which the RTPI helps to promote.

### RTPI International Development Network

The RTPI's International Development Network is open to all who are interested in planning and encourages informed discussion and debate, sharing of good practice and information on international planning news, events and announcements. To join:

- RTPI International Development Network: [www.rtpi.org.uk/international](http://www.rtpi.org.uk/international)
- LinkedIn: RTPI International - [www.linkedin.com/groups/8428014](http://www.linkedin.com/groups/8428014)
- Twitter: [@internatRTPI](https://twitter.com/internatRTPI)
- Email: [international@rtpi.org.uk](mailto:international@rtpi.org.uk)

### RTPI Independent Consultants Network

The Independent Consultants' Network (ICN) is for Chartered town planners who are sole practitioners or who run their own small practices. It comprises an online hub, email discussion forum, and a database which allows consultants to advertise the key elements of their business and view those of other ICN members. For further information:

[www.rtpi.org.uk/knowledge/networks/independent-consultants/join-the-independent-consultants-network/](http://www.rtpi.org.uk/knowledge/networks/independent-consultants/join-the-independent-consultants-network/)

### Planning Out

Supports lesbian, gay, bisexual and transgender (LGBT) professionals in the planning sector. It is a forum for people from across the industry to develop connections, friendships and networks. Planning Out is open to anyone supportive of the cause and who supports equality and diversity. For further information:

- LinkedIn: Planning Out - [www.linkedin.com/groups/8510415/profile](http://www.linkedin.com/groups/8510415/profile)
- Twitter: [@planningout](https://twitter.com/planningout)
- Email: [planningoutlgbt@gmail.com](mailto:planningoutlgbt@gmail.com)

### Women in Planning

Connects women working in the town and spatial planning profession, providing a platform for networking and raises the profile of female planners in the industry. For further information:

- LinkedIn: Women in Planning - [www.linkedin.com/groups/4402575/profile](http://www.linkedin.com/groups/4402575/profile)
- Twitter: [@WomeninPlanning](https://twitter.com/WomeninPlanning)
- Facebook: [www.facebook.com/WOMENINPLANNINGUK](http://www.facebook.com/WOMENINPLANNINGUK)
- Blog: <https://womeninplanning.wordpress.com/>

## Showcasing members international best practice

The RTPI recognises the work of our members in undertaking, promoting and research good planning. The RTPI has a variety of prestigious awards and winning one highlights professional good practice and an opportunity to showcase the quality of planning work and skills of planners. Members are encouraged to enter and all winners are featured on our website. There are awards international members can enter as listed below and further information can be found at: [www.rtpi.org.uk/events/awards/](http://www.rtpi.org.uk/events/awards/).

### RTPI Awards for Planning Excellence

The RTPI Awards for Planning Excellence are our awards highlight exceptional examples of planning and celebrate the contribution that planners and planning make to society. There are various categories for UK and ROI entries and a dedicated International category. See: [www.rtpi.org.uk/events/awards/awards-for-planning-excellence/](http://www.rtpi.org.uk/events/awards/awards-for-planning-excellence/)



Tana River Delta Land Use Plan, Kenya  
Winner RTPI International Award for Planning Excellence, 2016

### RTPI Awards for Research Excellence

These awards recognise and promote high quality, impactful spatial planning research from RTPI accredited planning schools, and planning consultancies, in the UK, the ROI and internationally. For further information see: [www.rtpi.org.uk/knowledge/research/rtpi-awards-for-research-excellence/](http://www.rtpi.org.uk/knowledge/research/rtpi-awards-for-research-excellence/)

### George Peplar International Award

A bursary granted biennially to a person in their first ten years of post-qualification experience wishing to undertake a short period of study on a particular aspect of spatial planning. See: [www.rtpi.org.uk/events/awards/george-peplar-international-award/](http://www.rtpi.org.uk/events/awards/george-peplar-international-award/)

## Work and volunteer opportunities

The RTPI does not offer an advice service or source work and volunteering opportunities for members or others. However, we do have some useful information on our website at [www.rtpi.org.uk/international](http://www.rtpi.org.uk/international)

There are a number of ways of finding work in other countries for example established consultancies, international aid agencies and international development organisations. Contracts include permanent positions, short term contracts and volunteering. There are also opportunities to assist in humanitarian activities which can include helping communities to rebuild after natural and man-made disasters.

## Tips

- Write your curriculum vitae (CV) or resume in the local format – each country has different formats and requirements.
- One way of finding work is to set out the skills and experience you are able to offer and then research jobs based on key words related to your expertise.
- Instead of seeking a permanent position, you may also wish to consider offering your services as a sub-contractor to consultancies who are seeking project team members for tenders. Before you commit, it is advisable to check what you will need in order to apply (see section 1 General information).
- Try to attend major international conferences to increase networking opportunities and promote your skills and expertise. For example, you may consider attending or presenting at the World Bank's annual conference. It is the largest event of its kind on land and governance issues. See: [www.worldbank.org/en/events](http://www.worldbank.org/en/events)
- Most companies, institutions and organisations place enormous significance on people that can meet deadlines, are reliable and are team players.



The following are some examples of where to find international work opportunities:

<b>The Planner</b>	Official RTPI magazine jobs website: <a href="http://jobs.theplanner.co.uk/">http://jobs.theplanner.co.uk/</a>
<b>Planning institutes</b>	Many planning institutes and organisations advertise jobs on their websites. For further information see: <a href="http://isocarp.org/home/international-planning-organisations/">http://isocarp.org/home/international-planning-organisations/</a>
<b>International consultancies</b>	Many international multidisciplinary multinational consultancies advertise planning roles in other countries. For planning consultancies: <a href="http://www.rtpiconsultants.co.uk/">www.rtpiconsultants.co.uk/</a>
<b>Lecturing and research</b>	Many universities advertise teaching and research positions on their websites. Other sources for academic jobs include: <a href="https://www.globalacademyjobs.com/">https://www.globalacademyjobs.com/</a> and for RTPI accredited universities in South Africa, Botswana and Hong Kong see: <a href="http://www.rtpi.org.uk/education-and-careers/find-a-course/">www.rtpi.org.uk/education-and-careers/find-a-course/</a>
<b>Exchanges</b>	The American Planning Association offers a planner exchange programme between UK/Irish; and US planners. It involves a two-week office and home 'swap': <a href="http://www.planning.org/divisions/international/exchange/">www.planning.org/divisions/international/exchange/</a>
<b>Volunteering</b>	<ol style="list-style-type: none"> <li>1. <b>Volunteer Services International (VSO)</b> - vacancies are advertised for experienced planners to assist with capacity building, community engagement and policy making. See: <a href="http://www.vso.org.uk">www.vso.org.uk</a>.</li> <li>2. <b>United Kingdom Built Environment Advisory Group (UKBEAG)</b> – is a joint virtual partnership between the RTPI, RIBA and IStructE. Through our members we aim to provide built environment support to a range of humanitarian and development partners, including The Global Alliance for Urban Crises, and the UK, Irish and international governments, in preparing for and responding to humanitarian crises - from floods, droughts and earthquakes to conflict situations. See <a href="http://www.ukbeag.org">www.ukbeag.org</a>.</li> <li>3. <b>Raleigh International</b> – is an international organisation which seeks volunteers to work on water, sanitation and hygiene projects and protect natural resources and build resilience in vulnerable communities. See: <a href="https://raleighinternational.org/">https://raleighinternational.org/</a>.</li> </ol>
<b>Global and regional institutions</b>	<ol style="list-style-type: none"> <li>1. <b>United Nations</b> – UN-Habitat, UN Environment Programme and UN Development Programme advertise planning positions. See: <a href="http://www.un.org/en/index.html">www.un.org/en/index.html</a>.</li> <li>2. <b>International Federation of the Red Cross and Red Crescent Societies (IFRC)</b> - is the world's largest humanitarian organisation, providing assistance to communities affected by disasters including disaster preparedness, response, health and community care. For permanent and volunteer roles see: <a href="http://www.ifrc.org/en/">www.ifrc.org/en/</a></li> <li>3. <b>The World Bank</b> - one the world's major international development organisations which promote reducing poverty, improving health and promoting education. For jobs see: <a href="http://www.worldbank.org/en/about">http://www.worldbank.org/en/about</a></li> <li>4. <b>African Development Bank</b> – provides financial assistance for sustainable economic development, social</li> </ol>

	<p>progress and poverty reduction projects in Africa. See: <a href="http://www.afdb.org/en/about-us/careers/current-vacancies/">www.afdb.org/en/about-us/careers/current-vacancies/</a></p> <p>5. <b>Asian Development Bank</b> – financial institution that fosters economic and social growth and cooperation in Asia by assisting members with loans, technical assistance, grants and equity investments. See: <a href="http://www.adb.org/site/careers/main">www.adb.org/site/careers/main</a></p> <p>6. <b>The World Economic Forum</b> – non-profit organisation engaging political, business and other leaders and focussing on solving global problems. See: <a href="http://www.weforum.org/about/careers">www.weforum.org/about/careers</a></p>
Other	<p>1. London School of Economics (LSE) listing of international development consultancies and websites: <a href="http://www.lse.ac.uk/intranet/CareersAndVacancies/careersService/EmploymentSectors/DevelopmentInternationalOrgsAndNGOs/InternationalDevelopment/DevelopmentConsultanciesThinkTanks.aspx">www.lse.ac.uk/intranet/CareersAndVacancies/careersService/EmploymentSectors/DevelopmentInternationalOrgsAndNGOs/InternationalDevelopment/DevelopmentConsultanciesThinkTanks.aspx</a></p> <p>2. University of Sussex's Institute of Development Studies advertises job vacancies at <a href="http://www.ids.ac.uk/about-us/working-for-us">www.ids.ac.uk/about-us/working-for-us</a></p>

## Tender and procurement opportunities

You can register online as a consultant with a number of international organisations and national government departments. Once registered you generally receive your own identify number and in many cases regular notification of new job listings. Organisations advertising tenders are included in the following table. *Note:* Government tenders are advertised on their own individual websites.

<b>UK Government's Cross-Government Prosperity Fund</b>	Launched in 2016 to help promote economic growth in countries with emerging markets and opportunities for UK businesses to tender. See:- <a href="http://bit.ly/2h9GJNo">http://bit.ly/2h9GJNo</a>
<b>The United Nations</b>	UN procurement website for those seeking registration and business opportunities. See: <a href="http://bit.ly/2hoPBLn">http://bit.ly/2hoPBLn</a>
<b>Official journal of the European community / Official Journal of the European Union</b>	Advertises all tenders from the public sector valued above a certain financial threshold according to EU legislation: <a href="http://www.ojec.com/">www.ojec.com/</a>
<b>The World Bank</b>	World Bank procurement and tender opportunities- <a href="http://www.worldbank.org/en/projects-operations/products-and-services/procurement-projects-programs">http://www.worldbank.org/en/projects-operations/products-and-services/procurement-projects-programs</a>
<b>Asian Development Bank</b>	Asian Development Bank procurement and tender business opportunities: <a href="http://www.adb.org/site/business-opportunities/main">www.adb.org/site/business-opportunities/main</a>
<b>African Development Bank</b>	African Development Bank procurement opportunities: <a href="http://www.afdb.org/en/projects-and-operations/procurement/">www.afdb.org/en/projects-and-operations/procurement/</a>

## 6 Other professional planning organisations and opportunities

### Introduction

Planning institutes and organisations can provide a wealth of planning information, research and opportunities in other countries. Some also advertise events, conferences and planning jobs online. Like with the RTPI, admission to a local planning institute or association is at the discretion of the local association and RTPI members are encouraged to contact the relevant organisation directly.

### National planning institutes

Many countries have a local or national planning institute. We recommend that you contact them directly to find out about planning information and if you are required to register as planner, and if so the processes involved and if there are any other issues that need to be considered. A full list of national town planning institutes is available at <http://isocarp.org/home/international-planning-organisations/> some of the bigger institutes are listed below:

Country	Institute	Website
<b>United States of America</b>	American Planning Association	<a href="http://www.planning.org/">www.planning.org/</a>
<b>Canada</b>	Canadian Institute of Planners	<a href="http://www.cip-icu.ca">www.cip-icu.ca</a>
<b>The Netherlands</b>	Dutch Professional Organisation of Urban Designers and Planners (BNSP)	<a href="http://www.bnsp.nl/">www.bnsp.nl/</a>
<b>India</b>	Institute of Town Planners, India	<a href="http://www.itpi.org.in/">www.itpi.org.in/</a>
<b>Pakistan</b>	Institute of Planners Pakistan	<a href="http://www.ipp.org.pk/">www.ipp.org.pk/</a>
<b>Malaysia</b>	Malaysian Institute of Planners	<a href="http://www.mip.org.my/">www.mip.org.my/</a>
<b>New Zealand</b>	New Zealand Planning institute	<a href="http://www.planning.org.nz/">www.planning.org.nz/</a>
<b>Australia</b>	Planning Institute of Australia	<a href="http://www.planning.org.au/">www.planning.org.au/</a>
<b>Spain</b>	Spanish Association of Planners (AETU)	<a href="http://www.aetu.es">www.aetu.es</a>
<b>Singapore</b>	Singapore Institute of Planners	<a href="http://www.planning.org.sg/">www.planning.org.sg/</a>
<b>South Africa</b>	South African Planning Institute	<a href="http://www.sapi.org.za/">www.sapi.org.za/</a>
<b>China</b>	The Urban Planning Society of China	<a href="http://www.cacp.org.cn/">www.cacp.org.cn/</a>
<b>Hong Kong (China)</b>	Hong Kong Institute of Planners	<a href="http://www.hkip.org.hk">www.hkip.org.hk</a>

## International planning organisations

There are a number of global planning organisations that planning institutes belong to and some that individual planners can be members of. Many of these organisations undertake and publish research, share best practice, host conferences and events and awards ceremonies. These include:

- The Global Planners Network: [www.globalplannersnetwork.org/](http://www.globalplannersnetwork.org/)
- The Commonwealth Association of Planners: [www.commonwealth-planners.org/](http://www.commonwealth-planners.org/)
- The European Council of Spatial Planners: [www.ectp-ceu.eu/index.php/en/](http://www.ectp-ceu.eu/index.php/en/)
- The International Federation of Housing and Planning: [www.ifhp.org/](http://www.ifhp.org/)
- The International Society of City and Regional Planners (ISoCARP): <http://isocarp.org/>.

## Celebrate World Town Planning Day 8 November



Every year on 8 November, planners from around the world celebrate the achievements of good planning and help raise awareness of the importance of planning in our communities. This includes fund raising events, social media campaigns and working with schools, universities and community groups.

Planning associations and academic institutions also organise the biggest global online planning conference relevant to planning in a local and global context. Planners can connect from anywhere in the world. The RTPI is actively involved and our members are encouraged to participate.

To participate follow [@internatRTPI](https://twitter.com/internatRTPI) or see: [www.planningtheworld.net/](http://www.planningtheworld.net/)

## 7 Tips and other sources of help

### Tips

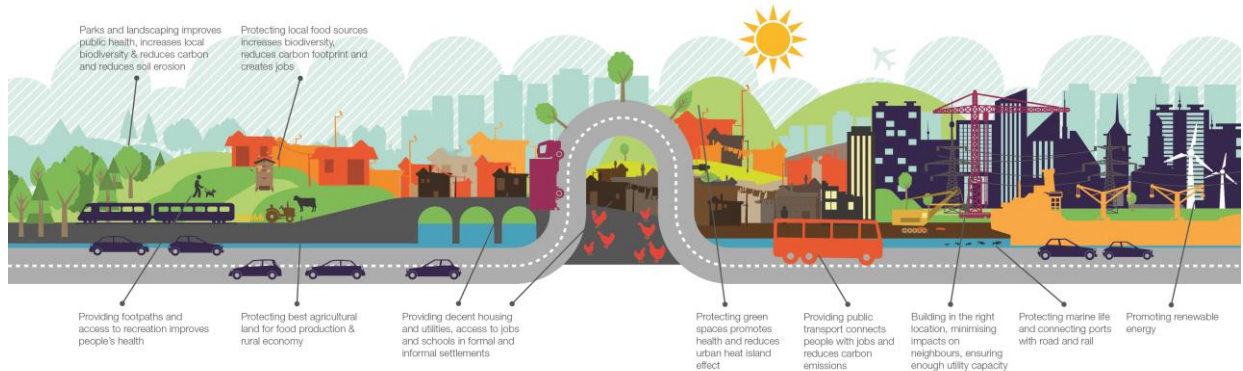
- **Research beforehand:**
  - **Jobs** – do an online search using different terms for planners for example: town planner/international planner/city planner/land use planner.
  - **Culture** - find out about local culture, standard business practice, ethical issues and what business language is used (check the FCO or DFAT websites).
- **Visas:** Find out if you and your partner/family need visas (check the FCO or DFAT websites).
- **Visit and speak to planners:** contact planners or other professionals who currently work there (contact the national planning institute in that country).
- **Planning system and planner status:** find out about the planning system and the status of planners (contact the national planning institute in that country).
- **CV in the local format:** write your curriculum vitae (CV) or resumé in the local format (contact local recruitment agencies, search online for examples or speak to a local person). *Note:* the term 'chartered' town planner is not always understood – you may need to state you are a professionally registered planner. Other terminology can also need explanation or example, greenbelts are a UK concept.
- **Salaries differ:** do not expect a UK salary; some countries pay planners more and some pay less (check with national planning institutes, local recruitment agents or job advertisements online).
- **Financial and legal advice:** contact your bank, and if expanding an existing business, contact a lawyer and an accountant to obtain advice.
- **Register with the embassy:** register with the local British or Irish embassy or consulate in the country you are working in.
- **Contact the local expatriate community:** contact the expatriate or local diaspora in your home country first to find what the local conditions are like (search online for expatriate social groups or clubs).
- **Check employment laws:** if employing a local person first check the requirements of any employment laws (contact the local British or Irish embassy).
- **Check copyright laws:** before tendering or accepting commissions for work, first ascertain if UK and or Irish businesses can tender, if local partners are required, status of copyright laws and any legal agreements before submitting tender documents or signing contracts.



## Other sources of help

United Kingdom	Rep. of Ireland
<b>Embassies and consulates</b> <ul style="list-style-type: none"> <li>Provide in-country advice, cultural exchanges, local employment laws and assist nationals</li> </ul>	
<a href="http://www.gov.uk/government/world/organisations">www.gov.uk/government/world/organisations</a>	<a href="http://www.dfa.ie/embassies">www.dfa.ie/embassies</a>
<b>Government foreign departments</b> <ul style="list-style-type: none"> <li>Promote UK and Ireland's interests globally and support their own citizens and business around the world</li> </ul>	
<a href="http://www.fco.gov.uk">www.fco.gov.uk</a> <a href="http://www.gov.uk/government/organisations/department-for-international-trade">www.gov.uk/government/organisations/department-for-international-trade</a>	<a href="http://www.dfa.ie/">www.dfa.ie/</a>
<b>Taxes and customs</b> <ul style="list-style-type: none"> <li>Tax and VAT implications of working or expanding a business in another country and the rules for specific occupations</li> </ul>	
<a href="http://www.hmrc.gov.uk/index.htm">www.hmrc.gov.uk/index.htm</a>	<a href="http://www.revenue.ie">www.revenue.ie</a>
<b>Health advice</b> <ul style="list-style-type: none"> <li>Contagious diseases, vaccinations and areas to avoid</li> </ul>	
<a href="http://www.nhs.uk">www.nhs.uk</a> <a href="http://www.fco.gov.uk">www.fco.gov.uk</a>	<a href="http://www.hse.ie/eng/">www.hse.ie/eng/</a> <a href="http://www.dfa.ie/">www.dfa.ie/</a>
<b>Legal advice</b> <ul style="list-style-type: none"> <li>For those seeking to establish or expand a business internationally.</li> </ul>	
Refer to the online directory on: <a href="http://www.lawsociety.org.uk">www.lawsociety.org.uk</a>	Refer to the online directory at: <a href="http://www.lawsociety.ie/">www.lawsociety.ie/</a>
<b>Financial advice</b> <ul style="list-style-type: none"> <li>Managing foreign transactions, trading internationally, owning assets internationally, exchange rates and managing foreign exchange risks</li> </ul>	
Your local bank	Your local bank
<b>Business and accounting advice</b> <ul style="list-style-type: none"> <li>Qualified and experienced accountants or financial advisors can provide advice on starting a business, financial management and taxation</li> </ul>	
See the online directory at: <a href="http://www.businessadvice.service.com">www.businessadvice.service.com</a>	Refer to the online directory of members: <a href="http://www.charteredaccountants.ie/en/">www.charteredaccountants.ie/en/</a>

## 8. International publications



Extract from '*Delivering Better Development; the role of the urban and rural planner*' (2015), joint Royal Town Planning Institute and Global Planners Network publication.

The following international publications and resources highlight the value of planners and good planning worldwide.

### United Nations International Guidelines on Urban and Territorial Planning

*(United Nations – 2015)*

A global reference framework for national governments, local authorities, civil society organisations and planning professionals. The guidelines promote more compact, socially inclusive, better integrated cities and territories that foster sustainable urban development and are resilient to climate change. See: [www.unhabitat.org/books/international-guidelines-on-urban-and-territorial-planning/](http://www.unhabitat.org/books/international-guidelines-on-urban-and-territorial-planning/)

### Global Challenges and International Agreements on Sustainable Development

*(Royal Town Planning Institute, 2017)*

Brief note explaining the current global challenges facing our built and natural environment and the international agreements and commitments countries have signed up to address these. For example: the COP 21 climate change agreement, Agenda 2030 and the new Sustainable Development Goals, Habitat III and the New Urban Agenda and the City We Need, and the Agenda for Humanity. See: <http://www.rtpi.org.uk/the-rtpi-near-you/rtpi-international/>

### Delivering Better Development: The role of the urban planner

*(joint Royal Town Planning Institute and Global Planners Network, 2015)*

Aimed at non-planners, including communities, politicians, leaders and students. It explains the roles, skills and sectors where planners work worldwide and where we fit in the development process. See: [www.rtpi.org.uk/media/1539604/w2121\\_-\\_rtpi\\_international\\_audience\\_brochure\\_web\\_revised.pdf](http://www.rtpi.org.uk/media/1539604/w2121_-_rtpi_international_audience_brochure_web_revised.pdf)

### **Worldwide Value of Planning**

*(Royal Town Planning Institute, 2014)*

Celebrates the good that planning does worldwide and sets out why good planning is vital for safe, sustainable and successful places. See:

[www.rtpi.org.uk/media/1207840/WWVP%20updated%20Dec%202014.pdf](http://www.rtpi.org.uk/media/1207840/WWVP%20updated%20Dec%202014.pdf)

### **Planning Horizons**

*(Royal Town Planning Institute, 2014)*

Research looking at the long-term global view of planning, how it can contribute to the challenges faced in the 21st century and international case studies. Topics include: thinking spatially, promoting health cities, creating economically successful places, future proofing society and making better decisions for places. See:

<http://www.rtpi.org.uk/knowledge/research/planning-horizons/>

### **The Built Environment Professionals in Disaster Risk Reduction and Response**

*(joint RTPI, RIBA, ICE, IFRC, 2009)*

Demonstrates the value of using built environment professionals more widely in disaster risk reduction and response and giving early attention to engaging the right expertise to address the problems of building, infrastructure and land. See:

[www.rtpi.org.uk/media/11206/the\\_built\\_environment\\_professions\\_in\\_disaster\\_risk\\_reduction\\_and\\_response\\_2009\\_rtpi\\_endorsed.pdf](http://www.rtpi.org.uk/media/11206/the_built_environment_professions_in_disaster_risk_reduction_and_response_2009_rtpi_endorsed.pdf)

### **Research and Self-Diagnostic Tool for Assessing Planning Capability**

*(RTPI, CAP, GPN and Lincoln Institute, 2008)*

Online planning tool designed to help planners around the world assess their capacity to respond to the challenges of urban growth:

<https://www.surveymonkey.com/r/YXH7SK5?sm=BVoAHze7i6IVKGrpW/zqdA%3D%3D> .

### **The Charter of European Planning**

*(European Council of Spatial Planners (ECTP-CEU), 2013)*

Includes a new vision and principles for Europe's towns, cities and regions based on spatial planning and a call to action for governments, agencies, civil society and NGOs to use the principles to help shape policies and programmes. See: [www.ectp-ceu.eu/images/stories/PDF-docs/The%20Charter%20of%20European%20Planning-](http://www.ectp-ceu.eu/images/stories/PDF-docs/The%20Charter%20of%20European%20Planning-HighResV2.pdf)

[HighResV2.pdf](http://www.ectp-ceu.eu/images/stories/PDF-docs/The%20Charter%20of%20European%20Planning-HighResV2.pdf)

### **European Charter on Participatory Democracy in Spatial Planning Processes -**

*(European Council of Spatial Planners (ECTP-CEU), 2015)*

Promotes public participation in planning and aims for all those involved in planning including politicians and citizens to share the values in the Charter. See: [www.ectp-ceu.eu/index.php/en/13-news/latest-news/323-european-charter-on-participatory-](http://www.ectp-ceu.eu/index.php/en/13-news/latest-news/323-european-charter-on-participatory-democracy)

[democracy](http://www.ectp-ceu.eu/index.php/en/13-news/latest-news/323-european-charter-on-participatory-democracy)

### **Commonwealth Publications on Good Practice**

*(The Commonwealth Association of Planners, various dates)*

Includes good practice from Commonwealth countries on topics such as planning in the Commonwealth, planning and food security, promoting better planning, promoting

sustainable development in India, re-shaping the planning agenda with experience from small island states, and a new governance paradigm for human settlements in the Commonwealth. See: [www.commonwealth-planners.org/index.php/en/publications/good-practice](http://www.commonwealth-planners.org/index.php/en/publications/good-practice)

### **Commonwealth Publications on Resilience Planning**

*(The Commonwealth Association of Planners, various dates)*

Publications focussed on vulnerability, risk management and adaptation, natural disaster recovery planning, the role of planning in climate change mitigation and adaptation, and creating communities and building towns in the Commonwealth. See:

[www.commonwealth-planners.org/index.php/en/publications/resilience-planning](http://www.commonwealth-planners.org/index.php/en/publications/resilience-planning)

### **Commonwealth Publications on Gender in Planning**

*(The Commonwealth Association of Planners, various dates)*

Includes publications on gender in planning and urban development and reports on progress, issues and challenges from the CAP Women in Planning network. See:

[www.commonwealth-planners.org/index.php/en/publications/gender-in-planning](http://www.commonwealth-planners.org/index.php/en/publications/gender-in-planning)

### **International Housing and Planning Publications**

*(International Federation of Housing and Planning, various dates)*

Includes publications, videos and research into various aspects of planning and housing from around the world for example the impact of the sharing economy on housing and tourism, housing affordability and segregation, smart cities and housing refugees. See:

<http://www.ifhp.org/publications>

### **RTPI Publications for children and young adults**

The RTPI has also created materials aimed at younger audiences so that they too can understand how planning works and can be more engaged in the planning process. This includes an online video, school materials, a tool kit and activities packs from ages 5 – 18. For further information see: <http://www.rtpi.org.uk/outreachresources>

### **How do we plan our world YouTube video**

*(RTPI 2014)*

A basic, free online video aimed at school children explaining how and why we plan our towns, cities and rural areas. [www.youtube.com/watch?v=pWlzLeoA-9w](http://www.youtube.com/watch?v=pWlzLeoA-9w)



For more information see:

<http://rtpi.org.uk/international/>

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