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|  |  | **PE**PE001/Rev03 |

(For office use)

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|  | The Institution of Engineers ( India)8, GOKHALE ROAD, KOLKATA 700 020 |  |

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| APPLICATION FOR PROFESSIONAL ENGINEER (PE) (FRESH/RENEWAL) |

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**(To be filled by the applicant in his/her handwriting using black ink only)**

**(*Please refer to the ‘Guidelines for Applicants’ before filling up the form*)**

1. Name in block letters: First Middle Last

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 Son/Daughter/Wife of

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Address in block letters

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| City in block letters |  | Pin |
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| State in block letters |  |
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E-mail id: …...................................................................……………. Tele No (........….)...............…………….

 D D M M Y Y Y Y Mobile No...............................................

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Date of Birth:  |  |  |  |  |  |  |  |  |  | Each item to be signed by at least one nominator after personal verification. |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Nationality:  |  |  |  |  |  |  |  |  |  |

2. Academic Qualifications:

|  |  |  |  |
| --- | --- | --- | --- |
| BE / B. Tech or Equivalent | Discipline | University | Year of Passing |
|  |  |  |  |
| ME / M Tech or Equivalent | Discipline/Specialisation | University | Year of Passing |
|  |  |  |  |
| Ph D or Equivalent | Discipline/Subject | University | Year of Passing |
|  |  |  |  |

Any other non-engineering Post Graduation professional qualifications:

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Field of specialisation in engineering, if any: -………………………………………………………………………………………………….......................

## Enclose attested photocopies of each of the above certificates

PE001/Rev02

3. Name & Category of membership of related engineering professional institution(s)

Each nominator has to sign one item after due verification.

 along with membership no.

(a)....................................................................................................................................

(b)...................................................................................................................................

(c)....................................................................................................................................

(d)....................................................................................................................................

4. Record of engineering experience in chronological order after passing BE/B.Tech or equivalent.

 **(if required separate annexure may be added).**

|  |  |  |  |
| --- | --- | --- | --- |
| Dates | Employer/Client(if self employed/consultant) | Job Title | Major job responsibilities |
|  |  |  |  |

5. Continuous Professional Development Programme(s)/Activities for last five years, starting from current

 year. **(Refer Annexure - IV)**

5.1 Recognised Training Programme(s), Conferences, Seminars, Workshops, Technical Presentations attended /participated.**(Refer format Annexure - I)**

PE001/Rev02

Each nominator is expected to sign at least one item after due verification.

5.2 Books/Articles/Research/Technical Reports written by applicant

|  |  |  |
| --- | --- | --- |
| Title | Date of Finalisation | Published by/Submitted to |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

* 1. Professional contributions in emergency works (e.g. Flood Relief, Earthquake, Fire Fighting etc.)

 **Enclose supporting documents for Sl. No. 5.**

 6. Discipline of Professional Engineer applied for:

|  |  |  |  |
| --- | --- | --- | --- |
|  | Agriculture |  | Aerospace |
|  | Architecture |  | Computer |
|  | Chemical |  | Civil |
|  | Electrical |  | Electronics & Telecommunication |
|   | Environmental |  | Mining |
|  | Marine |  | Metallurgy & Material  |
|   | Mechanical |  | Production |
|  | Textile |  |  |

7. Discipline Specialisation (wherever available) : ……………………………………………………...

8. Self-appraisal for certification as **Professional Engineer** **(Refer format Annexure II)**

9. Declaration:

1. Conform to the Code of Ethics of the economy where I PRACTICE;
2. BE ACCOUNTABLE for actions where I PRACTICE;
3. Agree to exchange of my data amongst members.
4. I wish to be certified as PE (I) in DISCIPLINE AS mentioned in the application form.
5. I agree to abide by the Code of Ethics established for Professional Engineers and to be held individually accountable for my actions.
6. I have no objection against my certification process being STOPPED, should there be any inaccuracy in THE SUBMITTED information.
7. I have no objection against my certificate being terminated after certification according to prevailing rules on the date of termination as **Professional Engineer**.

PE001/Rev02

1. I agree that the decision on Certification and Termination shall be binding on me.
2. I hereby swear that the contents of the items described in this APPLICAITON ARE true and correct.

|  |  |
| --- | --- |
| Date : | Applicant’s Signature ........................................ Applicant’s Name .............................................. |

|  |  |
| --- | --- |
| **Enclosures :****Nos.** | 1. Qualification Certificate
 |
| **Nos.** | 2. Professional Development Programmes’ (CPD) Certificate (s)  |
| Rs.DD No. | 3. Bank Draft/Credit Card Authorisation |
|  | 4. Other please specify  |
|  | 5. Soft Copy of Application in the  form of CD. |

**Nominations :**

From personal knowledge of the applicant and in consideration of his/her qualifications as stated in the form, we recommend him/her as being in every way a fit and proper person to be certified as Professional Engineer.

To be filled by each Nominator and sent separately confidentially to PE Cell ina sealedenvelope (Not required for renewal applications, **Refer format Annexure III)**

|  |  |  |  |
| --- | --- | --- | --- |
| Sl.No | Name | Membership No., Grade &Name of recognised professional Institution | Signature |
| 1. |  |  |  |
| 2 |  |  |  |

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The Institution of Engineers (India)

**Professional Engineers**

**Format for CPD Report**

Annexure - I

**PE Cell**

PE002/Rev000

|  |
| --- |
| Name: |
| **Sl.No** | **CPD Program** | **CPD Weight Factor(M)** | **Applicable hours(H)** | **Credit hour obtained(MxH)** | **Outcome of the Program** |
|  |  |  |  |  |  |
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|  |  |  |  | **Signature of Candidate** |

The Institution of Engineers (India)

**Professional Engineers**

**Format for Self Appraisal Report**

Annexure - II

**PE Cell**

PE003/Rev000

|  |  |
| --- | --- |
| **1.** | **Name:** |
|  |  |
| **2.** | **Qualifications:** |
|  | 1.2.3.4.5. |
| **3.** | **Specialization:** |
|  |  |
| **4.** | **Core Competencies:** |
|  |  |
| **5.** | **Design/Patents/Innovation/ Major Project Handled Details:** |
|  |  |
| **6.** | **Management/Leadership:** |
|  |  |
| **7.** | **Special Achievements if any:** |
|  |  |

**Signature of Candidate**

Annexure - III

The Institution of Engineers (India)

**Professional Engineer**

**Format for Nominator’s Report**

**CONFIDENTIAL**

**PE Cell**

PE004/Rev000

(Not applicable for renewal of certification)

**To be filled by each Nominator and sent separately confidentially to PE Cell in a sealed envelope**

 Report on Shri/Smt……………………………………………………………………………………………………………………………………….

1. How long have known the applicant? ………. Years

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 2. | In what capacity? |  | Employer |  | Sr. Colleague |  | Mentor |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  | Colleague |  | Friend |  | Client |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 3. | Do you recommend the applicant for certification as Professional Engineer? | **Yes** |  | **No** |

 (Please tick)

4. If yes please give your own impression of the candidate and why you consider him/her a fit person to be certified as professional engineer.

|  |
| --- |
| Engineering qualities and core competencies |
| 1. Innovative
 |  |
| 1. Analytical Ability
 |  |
| 1. Problem Solving Ability
 |  |
| 1. Core competency
 |  |

|  |  |  |
| --- | --- | --- |
| Signature  | : | …………………………………………………………………………………………………………………………… |
| Name of the Nominator | : | ……………………………………………………………………………………………………………………………. |
| Correspondence Address | : | …………………………………………………………………………………………………………………………….…………………………………………………………………………………………………………………………… |
| E-mail id | : | ……………………………………………………………………………………………………………………………. |
| Fellow No. | : | ……………………………………………………………………………………………………………………………. |
| P Eng No. | : | ……………………………………………………………………………………………………………………………. |
|  |  |  |

Name of the professional institution/society …………………………………………………………………………………………………….

|  |  |
| --- | --- |
| To**PE Cell**4th Floor,(Membership Department)The Institution of Engineers (India)8 Gokhale Road, Kolkata – 700 020 | For more information please visit our website**: www.ieindia.org**. E-mail: ***pe@ieindia.org***Phone: **033 40106232/275** **Mob: 8961080218** |

Annexure - IV

Annexure - III

**Continuous Professional Development For**

**Professional Engineers Certification**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Classification** | **Type** | **Applicable CPD Program** | **CPD Weight Factor (Multiplier)-M** | **Applicable Hours****(H)** | **Credit Hours Obtained****(M x H)** | **Remarks** |
| Formal Education Upgrade In Engineering / Management duly recognized by BFC (Upper limit) | **(1)** | Doctorate | 2 | 30 |  | *All achievement shall be supported with records and certificates.**Limit for total of all = 60 hrs for 5 years***(For fresh applicant credit will be given even if done prior to limit of 5 years)** |
| Post Graduate Degree | 2 | 25 |  |
| Post Graduate Diploma | 2 | 20 |  |
| Formal Education Upgrade in Engineering / Management.  | **(2)** | Post Graduate Correspondence / **Certified online courses offered by reputed Institutes /Organisations**  | 1.5 | 20 |  | *All achievements shall be supported with records and certificates.**Limit for total of all =* ***75 hrs for 5 years*** |
| **Authoring Books** | **(3)** | **Authoring books** in field of specializations published by a reputed publisher **(having ISBN No.)** | 2 | 20 |  |  |
| **Contribution in Authoring any Chapter of books published by a reputed publisher** | **1** | **0.5 hrs for each chapter**  |  |  |
| Continuing Education and Training Activities (No limit) | **(4)** |  | 0.5 | Actualhours of attendance |  |  |
|  |
|  |
|  | **(5)** | Participation in CPD related lectures, symposium, studying tour, National and International conferences etc.  | 0.5 | Actualhours of attendance |  |  |
| Presentation Papers and other Activities (No limit) | **(6)** | Delivered Lecture **(being invited)** or Symposium Panelist | 1 | Actual lecture hours |  | *Lectures exclude routine teaching at institutions and university* |
| **(7)** | Participation in an academic meeting of reputed Forum/Institute/Organisation  | 1 | Hours spent at an academic meeting |  |
| **(8)** | **Paper publication in Journal or presentation of paper in National / International Conference with ISSN Code/Patent**  | 1 | 5 to 10 hours to write one report  |  | *Subject to limit of 20 hours per year* |
|  | **(9)** | Writing Technical Report **(if confidential undertaking to be given by the applicant)** | 1 |  |  |  |
|  | **(10)** | Attending an **Expert committee meeting e.g. Selection Committee Meeting like NIT, IEEE etc.** | 0.5 |  |  | *This is applied only when an applicant participates in active discussions (such as at round–table)**Subject to limit of 10 hours* |
| **(11)** | Part of Professional contribution **such as Design, Research & Development, Project Management in the field of Engineering & Technology** | 1 | Hours spent for professional contribution |  |  |

1. Maximum no. of hours that can be claimed in respect of each of the category of CPD are indicated against each category. CPD hours have to be claimed from at least 3 categories and total no. of hours claimed from each of the category should not be less than 5 (five) hours.
2. Every Professional Engineers will have to plan for a period of five years cycle and will have to cover an average of, **75 hours** for **Fresh** and **125 hours** for **Renewal,** of CPD in each of the cycle.
3. The record of CPD activity will have to maintain in CPD record book provided by IEI for this purpose.
4. The number of Credit Hours will be calculated by multiplying the number of hours actually spent for the CPD activities by a pre-determined weighted factor.