

INDONESIA MONITORING COMMITTEE

ASSESSMENT STATEMENT FOR ASEAN CHARTERED PROFESSIONAL ENGINEER

INDONESIA MONITORING COMMITTEE

Mess Puslatjakons no. B-2,

Pusat Pembinaan Kompetensi dan Pelatihan Konstruksi /

Construction Competency and Training Development Center

Jalan Sapta Taruna Raya, Public Works Complex Pasar Jumat

Jakarta 12310 - Indonesia

Phone : -

Facsimile : (62-21)-7511847

Website : <http://www.imc.or.id>

Email : secretariat@imc.or.id

TABLE OF CONTENTS

INTRODUCTION	1
1. The ASEAN Mutual Recognition Arrangement (MRA) on Engineering Services.....	1
2. ASEAN Chartered Professional Engineer (ACPE)	1
3. Registered Foreign Professional Engineer (RFPE)	1
4. Privilege and obligation of a Registered Foreign Professional Engineer (RFPE).....	2
5. Purpose and operation of Assessment Statement	2
PART A: THE PROFESSIONAL REGULATORY AUTHORITY AND MONITORING COMMITTEE	3
6. The Professional Regulatory Authority in Indonesia	3
7. The Monitoring Committee in Indonesia	3
8. Roles of the Monitoring Committee (MC).....	4
9. Authorization to work as Registered Foreign Professional Engineer (RFPE)	4
10. Requirements for registration as ASEAN Chartered Professional Engineer (ACPE)	4
PART B: ASSESSMENT MECHANISM	6
11. Completion of an accredited or recognized engineering program	6
12. Eligibility for Independent Practice.....	6
13. Attainment of a minimum of seven years of practical experience since graduation.....	6
14. Completion of at least 2 years in responsible charge of significant engineering work	7
15. Maintenance of Continuing Professional Development (CPD)	7
16. Compliance with Code of Professional Conduct and Ethics	8
17. Keeping of records for continuing mutual monitoring.....	8
PART C: REGISTRATION PROCESS.....	9
18. Guide to Application for Registration as ACPE.....	9
ATTACHMENT # 1 MEMBERS OF INDONESIA MONITORING COMMITTEE.....	11
ATTACHMENT # 2 APPLICATION FOR ASEAN CHARTERED PROFESSIONAL ENGINEER (ACPE)	12
ATTACHMENT # 3 APPLICATION FOR A PROFESSIONAL ENGINEER TO BE REGISTERED AS ASEAN CHARTERED PROFESSIONAL ENGINEER.....	17
ATTACHMENT # 4 PORTOFOLIO FOR THE APPLICATION AS ASEAN CHARTERED PROFESSIONAL ENGINEER.....	18
ATTACHMENT # 5 DECLARATION FOR THE APPLICATION AS ASEAN CHARTERED PROFESSIONAL ENGINEER.....	19
ATTACHMENT # 6 ASSESSOR'S REPORT	20
ATTACHMENT # 7 MONITORING COMMITTEE SUMMARY OF ASSESSMENT OF APPLICATION FOR ASEAN CHARTERED PROFESSIONAL ENGINEER REGISTRATION	22
ATTACHMENT # 8 APPOINTMENT OF ASSESSOR FOR ACPE	23

INTRODUCTION

1. The ASEAN Mutual Recognition Arrangement (MRA) on Engineering Services

- 1.1. The governments of member countries of the Association of South East Asian Nations (collectively referred to as “ASEAN”, and comprising of Brunei Darussalam, the Kingdom of Cambodia, the Republic of Indonesia, Lao People’s Democratic Republic, Malaysia, the Union of Myanmar, the Republic of the Philippines, the Republic of Singapore, the Kingdom of Thailand, and the Socialist Republic of Vietnam) have agreed on the ASEAN Mutual Recognition Arrangement on Engineering Services which aims to:
 - (a) facilitate mobility of engineering service professionals, and
 - (b) exchange information in order to promote adoption of best practices on standard and qualifications.
- 1.2. A copy of the ASEAN Mutual Recognition Arrangement on Engineering Services which was signed on 9 December. 2005, is available at ASEAN website, at: <http://www.aseansec.org/18009.htm>.

2. ASEAN Chartered Professional Engineer (ACPE)

- 2.1. Under the MRA, a professional engineer or practitioner who holds the nationality of an ASEAN Member States and who possesses qualifications and experience that complies with the requirements specified in Part B of this Assessment Statement may apply to be placed on the ASEAN Chartered Professional Engineers Register (ACPER) and accorded the title of ASEAN Chartered Professional Engineer (ACPE).
- 2.2. An ACPE shall practice engineering only in the specific discipline or disciplines in which he/she has been adjudged to be competent under this arrangement.

3. Registered Foreign Professional Engineer (RFPE)

- 3.1. An ACPE who wishes to provide professional engineering services in another participating ASEAN Country shall be eligible to apply to the Professional Regulatory Authority (PRA) of a host participating ASEAN Country to be registered as a Registered Foreign Professional Engineer (RFPE).
- 3.2. A Registered Foreign Professional Engineer (RFPE) will be permitted to work in collaboration with designated Professional Engineers in the said host country, but subject to domestic laws and regulations and where applicable, not making submissions to statutory authorities of the host country.

4. Privilege and obligation of a Registered Foreign Professional Engineer (RFPE)

4.1. A Registered Foreign Professional Engineer (RFPE) shall not be eligible to work in independent practice in Indonesia, unless specifically permitted by the Indonesian Professional Regulatory Authority (PRA). As the Indonesian PRA has statutory responsibility to register and/or license a practitioner so as to protect the health, safety, environment, and welfare of the community within Indonesian jurisdiction, it may require a RFPE seeking the right to independent practice to be subjected to some form of supplemental assessment which aims to determine the RFPE:

- (a) understand the general principles behind applicable codes of practice and laws in Indonesia;
- (b) has demonstrated a capacity to apply such principles safely efficiently; and
- (c) is familiar with other special requirements operating within Indonesia.

4.2. A Registered Foreign Professional Engineer (RFPE) shall provide engineering services only in the areas of competence as may be recognized and approved by the Indonesian PRA, and shall undertake assignments only in the specific discipline or disciplines in which he/she has been registered. He/she shall also be bound by:

- (a) codes of professional conduct in accordance with the policy on ethics and conduct established and enforced by the country in which he/she is registered as an ACPE; and
- (b) prevailing Indonesian laws and regulations .

5. Purpose and operation of Assessment Statement

This Assessment Statement provides a framework for the assessment of professional engineers or practitioners for emplacement on the ASEAN Chartered Professional Engineers Register (ACPER) by the Indonesia Monitoring Committee.

PART A: THE PROFESSIONAL REGULATORY AUTHORITY AND MONITORING COMMITTEE

6. The Professional Regulatory Authority in Indonesia

- 6.1. The Construction Service Development Board (CSDB) or *Lembaga Pengembangan Jasa Konstruksi Nasional* (LPJKN) is the Professional Regulatory Authority in Indonesia.
- 6.2. The CSDB is a statutory body under the Construction Law No 18/1999 and Government Regulations No. 28/2000 that issues and administers CSDB Regulations No. 70/2001 upon the approval by the Minister of Public Works for the registration of professionals including engineers (PEs) working in the field of those related to construction services (i.e. Civil, Mechanical, Electrical and Environmental Engineers).
- 6.3. Indonesian Professional Certification Authority (IPCA) or *Badan Nasional Sertifikasi Profesi* (BNSP) is a statutory body under Manpower Law No. 13/2003 that administers the Government Regulations No. 23/2004 for the certification of professionals including engineers working in the field other than those regulated in the Construction Services Law No. 18/1999.

7. The Monitoring Committee in Indonesia

- 7.1. The Indonesia Monitoring Committee (IMC) on Engineering Services is established by the Minister of Public Works as the competent body to exercise the functions to develop, process and maintain an ASEAN Chartered Professional Engineers Register (ACPER) in Indonesia.
- 7.2. The MC comprises of two representatives of Construction Services Development Board (CSDB), two representatives of Indonesian Professional Certification Authority (IPCA) and one representative of the Ministry of Public Works (Government). One of the CSDB representatives shall be the chairperson of the MC and one of the IPA representatives shall be the vice chairperson of the MC and the representative of the Government shall be the Secretary of the MC. Names of the member of the MC are listed in [Attachment # 1](#).
- 7.3. The contact person is:
Indonesia Monitoring Committee
Mess Puslatjakons no. B-2, Pusat Pembinaan Kompetensi dan Pelatihan Konstruksi
Jalan Sapta Taruna Raya, Public Works Complex Pasar Jumat
Jakarta 12310 - Indonesia
Telephone : -
Facsimile : (62-21)-7511847
Website : <http://www.imc.or.id>
Email : secretariat@imc.or.id

8. Roles of the Monitoring Committee (MC)

- 8.1. In assessing compliance with the qualifications and experience set out in the ASEAN Mutual Recognition Arrangement on Engineering Services for registration as an ASEAN Chartered Professional Engineers, the MC shall adhere to the criteria and procedures in this Assessment Statement.
- 8.2. The MC shall also undertake to ensure that all ASEAN Chartered Professional Engineers (ACPEs) on its ASEAN Chartered Professional Engineers Register (ACPER):
 - (a) comply fully with the requirements specified in the MRA and
 - (b) provide evidence when apply for renewal of their registration that they have complied with the Continuing Professional Development (CPD) at a level prescribed in this Assessment Statement.

9. Authorization to work as Registered Foreign Professional Engineer (RFPE)

- 9.1. Applications by an ASEAN Chartered Professional Engineers (ACPE) from another participating ASEAN Country to work as a Registered Foreign Professional Engineer (RFPE) in Indonesia shall be made to the PRA. Upon acceptance and payment of a prescribed fee, the Registered Foreign Professional Engineer (RFPE) will be permitted by the PRA to work in collaboration with designated local Professional Engineers. The Registered Foreign Professional Engineer (RFPE) will not be eligible to work in independent practice to certify engineering works which is required by any written law to be signed by a professional engineer.
- 9.2. PRA shall monitor and assess the professional practice of Registered Foreign Professional Engineers (RFPEs) to ensure compliance with the MRA. The PRA may prepare rules, which shall not contradict or modify any of the provisions in the MRA, for the purposes of maintaining high standards of professional and ethical practice in engineering.

10. Requirements for registration as ASEAN Chartered Professional Engineer (ACPE)

- 10.1. A professional engineer or practitioner who meets the following qualifications, practical experience and conditions is eligible for registration as an ASEAN Chartered Professional Engineer (ACPE):
 - (a) completed an accredited or recognized engineering program;
 - (b) been assessed as eligible for independent practice;
 - (c) possesses a minimum of seven years of practical experience since graduation;
 - (d) has spent at least two years in responsible charge of significant engineering work;

- (e) complied with the Continuing Professional Development (CPD) policy at a satisfactory level; and
 - (f) agrees to be bound by code of professional conduct and ethics.
- 10.2. Details of each of the above qualifications, practical experience and conditions are described in the ensuing paragraphs.
- 10.3. An application for registration as an ASEAN Chartered Professional Engineer (ACPE) shall be made in the format prescribed in form APP 01 ([Attachment # 3](#)) to this Assessment Statement.

PART B: ASSESSMENT MECHANISM

11. Completion of an accredited or recognized engineering program

- 11.1. An applicant for registration with the MC as an ASEAN Chartered Professional Engineer (ACPE) is required to possess a high education program in an engineering discipline accredited by an authorized body.

12. Eligibility for Independent Practice

To be eligible for independent practice, the applicant shall be registered as a professional engineer with:

- 12.1 CSBD for engineering discipline related to construction services (i.e. Civil, Mechanical, Electrical and Environmental Engineering),or
- 12.2 IPCA for engineering disciplines those are not related to construction services.

13. Attainment of a minimum of seven years of practical experience since graduation

- 13.1. A professional engineer or practitioner is eligible for registration as an ASEAN Chartered Professional Engineer (ACPE) if he/she has at least 7 years of relevant practical work experience after completing the accredited or recognized engineering program. Assessment of practical work experience shall be carried out through:
 - (a) submission of a report describing the type, significance and level of responsibility of the practical engineering work experience attained over a period of at least 7 years since graduation (using form APP 02 in [Attachment # 4](#)). The report shall demonstrate that the candidate has engaged in professional practice which, directly or indirectly, calls upon his engineering knowledge, skills, experience and judgment, and has a significant influence on the technical direction of engineering projects or programs; and
 - (b) a professional interview to review the practical work experience claimed and assesses the relevance and adequacy for registration whenever it deems necessary.
- 13.2. The professional interview shall be conducted by a panel of at least 2 senior professional engineers. During the interview, the candidate must be prepared to answer questions on knowledge of engineering processes and management, understanding of investigation, planning, design, construction, manufacture, operation, maintenance and research (where relevant to his field of work experience), and the Professional Engineers Rules (Code of Professional Conduct and Ethics).
- 13.3. Acceptable engineering practical experience includes design, construction, maintenance or other engineering experience such as technical, economic and administrative factors affecting engineering works.

14. Completion of at least 2 years in responsible charge of significant engineering work

- 14.1. A professional engineer or practitioner should have spent at least 2 years in responsible charge of significant engineering works and this period could be within the course of the practical work experience since graduation. Assessment will be carried out based on a report to be submitted by the professional engineer or practitioner to the MC.
- 14.2. Responsible charge of significant engineering work would he/she assessed as being equivalent to any one of the following situations:
 - (i) planned, designed and implemented a complete engineering project
 - (ii) undertaken a substantial part of engineering project while understanding the total project concept;
 - (iii) undertaken a project that requires multi-disciplinary, complex or novel work responsibility.

15. Maintenance of Continuing Professional Development (CPD)

- 15.1. Every ASEAN Chartered Professional Engineer (ACPE) is required to engage in CPD to the extent that meets the prevailing norms prescribed by the MC for the grant of an annual practicing certificate.
- 15.2. The objectives of CPD program is to reinforce the need for lifelong learning and to provide a framework through which professional engineers could systematically maintain and enhance competency to do a job in their area of expertise. MC's requirement on CPD is attainment of a minimum of 120 professional development units (PDUs) over a three-year renewal qualifying period, of which 45 PDUs must be in structured activities.
- 15.3. Every ASEAN Chartered Professional Engineer (ACPE) shall be required to submit evidence on compliance with the CPD requirements.

16. Compliance with Code of Professional Conduct and Ethics

- 16.1. All professional engineers who are registered by the MC shall comply with the provisions of the Code of Ethics that recognize, among other things, the following five fundamental ethical values upon which it is based :
- (a) Protection of Life and Safeguarding people;
 - (b) Sustainable Management and Care for the Environment;
 - (c) Commitment to Community Well-being;
 - (d) Professionalism, Integrity and Competence;
 - (e) Sustaining Engineering Knowledge.
- 16.2. Every ASEAN Chartered Professional Engineer will be held individually accountable for his/her actions taken in their professional work. In his/her practice of engineering, he/she shall not have any record of serious violation on technical, professional or ethical standards, either in Indonesia or elsewhere.
- 16.3. Every ASEAN Chartered Professional Engineer is bound by the Code of Professional Conduct and Ethics Rules to practice only in areas which they are competent in.

17. Keeping of records for continuing mutual monitoring

- 17.1. In order to facilitate mutual monitoring, verification of operations of the procedures of participating ASEAN Member States and information exchange, the MC shall keep a set of all successful applications for registration on ASEAN Chartered Professional Engineer Register (ACPER), which shall include:
- (a) a copy of the report describing the practical engineering work experience attained over a period of at least 7 years since graduation;
 - (b) a report describing the completion of at least 2 years significant engineering work in which professional engineer or practitioner was in responsible charge of; and
 - (c) evidence of participation in CPD program.
- 17.2. The MC will carry out annual random audits of at least 5% of the records in the ASEAN Chartered Professional Engineer Register (ACPER) to determine:
- (a) declarations of participation in CPD; and
 - (b) continued compliance with the conditions of registration.

PART C: REGISTRATION PROCESS

18. Guide to Application for Registration as ACPE

18.1. General

This section describes the procedures involved in application for and renewal of registration with the MC as ASEAN Chartered Professional Engineers (ACPEs).

18.2. Application process

- (a) Application for registration shall be made on the prescribed application form APP 01 in [Attachment # 3](#) and submitted to the MC. The type of documents to be submitted, initial registration fee, renewal fee, and where the application is to be submitted are listed in the application form.
- (b) The MC will appoint an Assessment Panel to review and assess the application whenever it deems necessary
- (c) Applicants will be informed of the decision by the MC in writing
- (d) A certificate of registration will be issued to successful applicant. The term of registration shall be one year from the date of registration. Registration is renewal on a yearly basis.

18.3. Assessment Panels

- (a) The MC might appoint Assessment Panels each comprising a Lead Assessor and an Assessor who are senior and experienced registered professional engineers in the appropriate discipline to review the applications, and carry out professional interviews to assess suitability for registration on APEC Engineer Register. The Assessment Panels will make recommendations to the MC on whether a candidate should be placed on APEC Engineer Register.
- (b) Assessors will be appointed based on the following criteria:
 - Registered professional engineers:
 - Practicing in the same field of engineering as the candidates to be assessed; and
 - Possess more than 10 years of practical experience as registered professional engineers.
- (c) For an applicant who is a registered professional engineer, the assessment will be divided into two stages. The Assessment Panel will consider the primary assessment already conducted by the PRA when the candidate applied for and obtained registration as a professional engineer. The Assessment Panel will review whether the requirements have been satisfactorily assessed by the PRA in the primary assessment, and if not, secondary assessment will be carried out by the Assessment Panel. A professional interview may be conducted by the Assessment Panel if necessary.

18.4. Professional Interview

The Assessment Panel may conduct a professional interview to assess the practical experience in engineering. If an interview is necessary, the MC will inform the applicant of the date/time and venue.

18.5. Assessment Report and Decision

Assessment Panels will prepare and submit its recommendations to the MC. The MC will check to ensure that there is no discrepancy and inadequacy in the assessment procedures.

The MC will consider the recommendations of Assessment Panels and a decision by the MC to register an applicant will require a positive vote from more than 50% , of the committee members.

18.6. Notice of the Results

The MC will inform all candidates of the results of its assessment, including providing reasons for failure where applicable.

18.7. Availability of Assessment Report

The MC will ensure that documents containing information on its assessment of applicants for registration on the ASEAN Chartered Professional Engineers Register will be made available when requested by the ASEAN Chartered Professional Engineer Coordinating Committee (ACPECC) for purposes of review as required under the MRA

ATTACHMENT # 1
MEMBERS OF INDONESIA MONITORING COMMITTEE

Members of the Indonesia Monitoring Committee are:

NO.	NAME	TITLE	INSTITUTION
1.	Prof. Dr. Gede Widiadnyana Merati	Chairman / Member	Construction Services Development Board
2.	Ir. Bachtiar Sirajudin, MM, IPM	Vice Chairman / Member	Indonesia Professional Certification Authority
3.	Dr. Ir. Andreas Suhono, M.Sc.	Secretary / Member	Ministry of Public Works
4.	Dr. Krisna suryanto Pribadi, M.Sc.	Member	Construction Services Development Board
5.	Drs. Krisna Nur Miradi, M. Eng	Member	Indonesia Professional Certification Authority
6.	Ir. Ati Nurzamiati HZ, MT	IMC Secretariat	Construction Competency & Training Development Center , Ministry of Public Works

Contact Address:

Indonesia Monitoring Committee on Engineering Services
Mess Puslatjakons no. B-2, Pusat Pembinaan Kompetensi dan Pelatihan Konstruksi
Jalan Sapta Taruna Raya, Public Works Complex Pasar Jumat
Jakarta 12310 - Indonesia
Phone : -
Facsimile : (62-21)-7511847
Email : secretariat@imc.or.id

ATTACHMENT # 2
APPLICATION FOR ASEAN CHARTERED PROFESSIONAL
ENGINEER (ACPE)

CONTENTS	PAGE
1. Aim	13
2. Scope	13
3. Reference Document	13
4. Abbreviations / Terminology	13
5. Responsibility	13
6. Flow Chart	14
7. Details	15
7.1 Start	15
7.2 Receive Application	15
7.3 Check Application for Eligibility	15
7.4 Eligible / Sufficient?	15
7.5 Insufficient / Rejected Application	15
7.6 Process Application	15
7.7 Appointment of Assessor by the Committee	15
7.8 Accept?	15
7.9 Assessment Process	16
7.10 Appointment of Alternate Assessor by the Committee	16
7.11 Accept?	16
7.12 Pass?	16
7.13 Review Case	16
7.14 Endorsement	16
7.15 Inform Candidate	16
7.16 End	16

1. Aim

This Procedure is applicable to the verification requirements of engineers who apply to be registered with the IMC This is to meet stipulated requirements of the ASEAN Mutual Recognition Arrangement (MRA) on Engineering Services as ASEAN Chartered Professional Engineer (ACPE).

2. Scope

It encompasses the processing of applicants to register as ACPE.

3. Reference Document

(a) ASEAN Mutual Recognition Arrangement on Engineering Services signed in Kuala Lumpur - 9th December 2005.

4. Abbreviations/Terminology

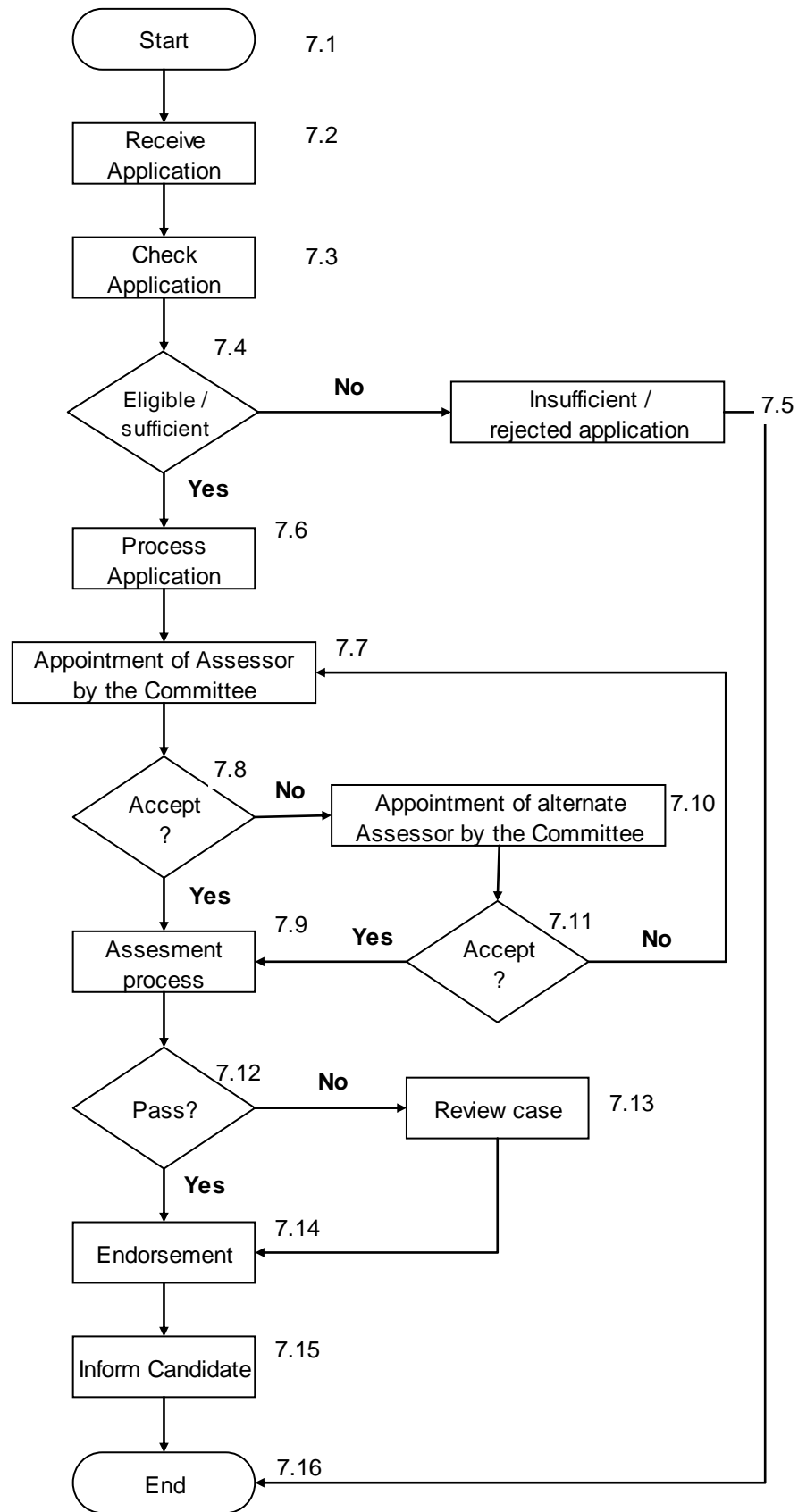
REG	Registrar
AO	Administrative Officer
AA	Administrative Assistant
Assessor	Assessor
Alt Assessor	Alternate Assessor
ACPER	ASEAN Chartered Professional Engineer
MC	Indonesia Monitoring Committee

5. Responsibility

The responsibility of implementing and maintaining this procedure is with the Chairman of Monitoring Committee.

Routine administration associated with this function is with Administrative Officer of MC and other support staffs who are held responsible for the quality of their work at all times in accordance with written procedures and instructions.

6. Flow Chart



7. Details

<i>Action</i>	<i>Responsibility</i>
7.1 Start	
7.2 Receive Application Receive application from the registered Professional Engineer	AA/AO
7.3 Check Application for Eligibility Check on the application based on the following criteria and the following documents are in order and complete: (i) Practical Experience as stated in Article 3 of the MRA (ii) Form APP 01 (application letter) (iii) Form APP 02 (portfolio) (iv) Form APP 03 (declaration) (v) Professional Engineer Registration Letter (vi) Copy of Degree	AO
7.4 Eligible / Sufficient? (i) If eligible/sufficient, follow step 7.6 (ii) If not eligible or insufficient documents submitted, follow step 7.5	AO
7.5 Insufficient / Rejected Application (i) Inform the candidate by writing that his/her application is insufficient / rejected. (ii) Application end.(7.16)	AO
7.6 Process Application 7.6.1 Admin. Officer forward application for MC Committee's consideration: (i) A brief summary of the candidate's experience, Form IMC 02 . (ii) Propose two (2) Principal Assessors, with ten (10) years experience as registered Professional Engineer, according to candidate's branch and experience as in Form APP 01. 7.6.2 MC Committee appoint three (3) Assessors to examine the applicant.	AO
7.7 Appointment of Assessor by the Committee Sent letter of appointment to the first Principal Assessor together with the following documents: (i) Guidelines on ACPE (ii) Instruction to Assessors (iii) Question on "Code of Professional Conduct" (iv) Form IMC 01 (letter of appointment) (v) Form ASR 01 (assessor's report) (vi) The Candidate related information	AO & MC

<i>Action</i>	<i>Responsibility</i>
<p>7.8 Accept?</p> <p>(i) If first Assessor accepted the appointment, follow step 7.9</p> <p>(ii) If appointment is not accepted follow step 7.10</p>	<p>ASSESSOR</p>
<p>7.9 Assessment Process</p> <p>The Principal Assessor will inform the IMC by writing that he / she accepts the appointment and will take the following actions:</p> <p>(i) Appoint Third Assessor of the same related branch with Principal Assessor. Third Assessor must have 10 years experience as registered Professional Engineer.</p> <p>(ii) Liaise directly with the candidate to conduct the assessment.</p>	<p>ASSESSOR</p>
<p>7.10 Appointment of Alternate Assessor by the Committee</p> <p>Send letter of appointment to the Alternate Assessor together with the related documents.</p>	<p>AO & MC</p>
<p>7.11 Accept?</p> <p>(i) If the two Alternate Assessors accepted the appointment, follow step 7.9</p> <p>(ii) If appointment is not accepted, repeat step 7.6.2</p>	<p>ALT. ASSESSOR</p>
<p>7.12 Pass Assessment?</p> <p>(i) If yes, follow step 7.14</p> <p>(ii) If no, follow step 7.13</p>	<p>AO</p>
<p>7.13 Review on fail / referred case</p> <p>(i) One of the Committee members of the same branch of the candidate will be appointed to review the result.</p> <p>(ii) The result will be presented for Committee's recommendation.</p>	<p>MC</p>
<p>7.14 Result Endorsement</p> <p>MC Committee will consider the result of assessment: The Committee's recommendation will be presented to the MC for endorsement.</p>	<p>MC</p>
<p>7.15 Inform Candidate</p> <p>Inform the candidate of the result by writing</p>	<p>REG</p>
<p>7.16 End</p>	

ATTACHMENT # 3
APPLICATION FOR A PROFESSIONAL ENGINEER TO BE
REGISTERED AS ASEAN CHARTERED PROFESSIONAL ENGINEER

(To be completed by Applicant in BLOCK LETTERS)

Name :

Name to be put in certificate:

Address :

.....

Tel. No.: Fax No.:

E-mail:

Identity Card No.: Date of Birth:

First Degree / University:

Discipline of Engineering:

Graduate Engineer Registration No.:

Date of Registrations:

Professional Engineer Registration No.:

Date of Registrations:

Branch of Engineering:

Discipline for ACPE Registration (*select 1 discipline only*):

<input type="checkbox"/>	Mechanical	<input type="checkbox"/>	Electrical	<input type="checkbox"/>	Chemical	<input type="checkbox"/>	Physic
<input type="checkbox"/>	Aeronautical	<input type="checkbox"/>	Marine Tech	<input type="checkbox"/>	Industrial	<input type="checkbox"/>	Environmental
<input type="checkbox"/>	Petroleum	<input type="checkbox"/>	Mining	<input type="checkbox"/>	Geodetic		
<input type="checkbox"/>	Civil						
<input type="checkbox"/>	Structural	<input type="checkbox"/>	Geotechnical	<input type="checkbox"/>	Water Resources	<input type="checkbox"/>	Transportation

I enclose herewith * money order / bank draft / cheque no. :

for the amount of Rp. being the fee.

Date of previous application:

(Write NIL if not applicable)

Date:

(.....)

*delete whichever is not applicable

(signature)

ATTACHMENT # 4 PORTOFOLIO FOR THE APPLICATION AS ASEAN CHARTERED PROFESSIONAL ENGINEER

Name:

PROFESSIONAL EXPERIENCE (in responsible charge of significant engineering work)									
A	B	C	EXPERIENCE AREA (in months)					E	
			Total	D1	D2	D3	D4		D5
Date (month & year) relating to each appointment <i>Example: April 87 to January 97</i>	State concisely title of position held, name of employer, location and description of each work (make statement brief and concise, designating each work upon which engaged with or change of position separately: include some indication of magnitude and complexity of work in which engaged, your duties and degree of responsibility) <i>(if necessary additional sheets may be attached)</i>	Name, position and address of professional engineer under whom served & contact no.	Total	D1 Design / office	D2 Site / field	D3 Planning / management	D4 Other engineering works	D5 Masters / post graduates / study / research / teaching	Signature of any professional engineers who has personal knowledge of applicants training or experience in the period mentioned
		Total Months							

**ATTACHMENT # 5
DECLARATION FOR THE APPLICATION AS ASEAN CHARTERED
PROFESSIONAL ENGINEER**

I hereby declare that:

I have had years of practical experience in engineering.

YES NO

I am a Professional Engineer

I meet the entire requirement as stated in Article 3 of the
ASEAN Mutual Recognition Arrangement (MRA)

No disciplinary action have been taken against me

I am not a bankrupt

Others:

.....
.....
.....

Yours Sincerely,

(signature)

Name:

PE Reg. No.:

Date:

Note: Please tick (✓) in the relevant box.

**ATTACHMENT # 6
ASSESSOR'S REPORT**

Date of Assessment:.....

Branch of Engineering:.....

Candidate's name:.....

Position of employment:..... Age:

ASSESSOR'S REPORT

1. DOCUMENTS:

Report (training and experience):.....
.....
.....
.....

CPD:
.....

2. INTERVIEW:

Office Design Experience (amount and quantity)
.....

Field Workshop Experience (amount and quantity)
.....

3. ASSESSOR'S RECOMMENDATION:

Please tick (✓) in the box where appropriate.

- PASS
- FAIL

(i) If fail, candidate's weakness lies in the following:

- Design/Office Experience
- Field Experience
- Others, please specify:

.....

Elaborate on reasons for failure:

.....

.....

.....

Assessors:

(1) Signature:

Name:

(2) Signature:

Name:

**ATTACHMENT # 7
MONITORING COMMITTEE SUMMARY OF ASSESSMENT OF
APPLICATION FOR ASEAN CHARTERED PROFESSIONAL
ENGINEER REGISTRATION**

Name of Applicant:

Qualification, and place and date obtained:

Registered Engineer Registration No. (Home Country):

Registered Engineer Registration Date (Home Country):

Registered Engineer's Discipline:

ASEAN Chartered Professional Engineers Register Discipline:

Certified Compliance with ASEAN Chartered Professional Engineer Criteria:

Completed an accredited or recognized engineering program, or assessed recognized equivalent	<input type="checkbox"/>
Been assessed within their own country as eligible for independent practice	<input type="checkbox"/>
Gained a minimum of seven years practical experience since graduation	<input type="checkbox"/>
Spent at least two years in responsible charge of significant engineering work	<input type="checkbox"/>
Complied with the Continuing Professional Development policy of the Country of Origin at a satisfactory level	<input type="checkbox"/>
Confirmed signature on statement of compliance with codes of ethics	<input type="checkbox"/>

Signed

.....

Officer Delegated
ASEAN Chartered Professional Engineer Monitoring Committee

ATTACHMENT # 8

Ref. No:

Date:

(Name and address of assessor appointed)

Tel. No.:

Sir,

APPOINTMENT OF ASSESSOR FOR ACPE

Referring to the subject above, the Indonesia Monitoring Committee (IMC) appointed you as the Principal Assessor to evaluate the application for ACPE.

(Name of candidate's & discipline of engineering)

1. Please informed the IMC within two week if you accept / decline the appointment.
2. If you accept the appointment, please carry out the following:
 - (i) Nominate a second assessor to assist you in the evaluation. The second assessor must be a registered Professional Engineer registered with the PRA at least five years.
 - (ii) Informed the IMC the name and address of the second assessor.
 - (iii) Contact the candidate and get the document from him and conduct the interview
 - (iv) If you have any relationship, business or other dealings with the candidates or his employer please informed the IMC.
 - (v) The IMC wish to thank you for the cooperation you have given

Thank you.

Yours sincerely.

(.....)

Indonesia Monitoring Committee

P/s *(Name and address of candidate)*