



Qualified Erosion Control Professional Registry

c/o The Institution of Engineers, Singapore
70 Bukit Tinggi Road, Singapore 289758
Tel: 6461 1241/6469 5000 Email: qecp@iesnet.org.sg



ASSOCIATION OF
CONSULTING ENGINEERS
SINGAPORE

IES-ACES QUALIFIED EROSION CONTROL PROFESSIONAL (QECP) REGISTRATION

Application is to be submitted personally or by post to:

Qualified Erosion Control Professional (QECP) Registry

c/o The Institution of Engineers, Singapore

70 Bukit Tinggi Road, Singapore 289758

For Enquiry:

Tel: 6461 1241 / 6469 5000 Fax: 6467 1108

Email: qecp@iesnet.org.sg

PAYMENT OF REGISTRATION FEE

Cheque payable to 'IEH-ACESing Joint Registry'.

Documents required for a New Registration:

1. A copy of the valid Practicing Certificate issued under Professional Engineers Act Chapter 253
2. A copy of certificate of attendance of Professional Course on Erosion Control organized by ACES-IES of not more than 2 year old.
3. A copy of IES/ACES membership certificate
4. A copy of a minimum academic qualification of degree in Civil Engineering

Documents required for Renewal of Registration:

1. A copy of the valid Practicing Certificate issued under Professional Engineers Act Chapter 253
2. Document proof of attainment of a minimum of 6 points of Continuing Professional Development Unit (CPDU) on soil erosion, of which at least 4 points from (structured), for the past 1 year



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TERMS AND CONDITIONS FOR REGISTRATION

1 OBJECTIVES OF IES-ACES QUALIFIED EROSION CONTROL PROFESSIONAL REGISTRATION

- a. To establish a list of registered IES-ACES qualified erosion control professionals (QECPs) for the use by the construction industry.
- b. To enable the construction industry to recognize the quality design work carried out by professionals who have undergone the accredited 10-weeks training and who also have the necessary experience in erosion and sediment control for construction sites in Singapore. This will inspire the construction industry to improve the level of professional knowledge in environmental engineering in time to come.
- c. To assist the QECP towards achieving better quality and standards of earth control measures (ECM) through continuing education and training.

2 FUNCTIONS OF THE QECP REGISTRY

The QECP Registry administered by **The Institution of Engineers, Singapore (IES)** and **Association of Consulting Engineers Singapore (ACES)** to serve the procurement needs of the construction industry for suitable qualified and competent QECP.

3 SUBMISSION OF DOCUMENTS

All applications should be submitted in the prescribed application form. The application form shall be duly completed. It is the applicant's responsibility to ensure completeness of the submissions. Incomplete submissions will be rejected.

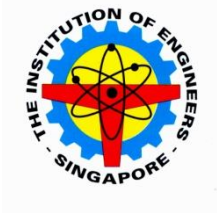
Processing will commence only after the submissions are found to be in order.

4 REFERENCES

In the course of processing the applications, reference may be obtained from the clients/ PUB who have administrated the works of the applicant. It is implied that the applicant has authorised the QECP Registry to make all necessary enquiries relating to the applicant.

5 PROCESSING TIME

Under normal circumstances, if the submissions are complete and in order, the applicants will be informed of the outcome within four weeks. Applicants are requested to apply for renewals one month before the expiry of the validity period of their registration certificates. Processing is on first-come-first-serve basis.



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6 REGISTRATION REQUISITES

These Registration Requisites refer to the corresponding requirements in item 1 under declaration section of the Application Form.

6a Fee Payable

All applications shall be accompanied by cheque/bank draft for the appropriate processing fee as stated in the fee structure. The total fee structure of **\$ 110.00 subject to GST** for all applications is as follows:

- i Application Fee : \$50.00 subject to GST (For new application and nonrefundable).
- ii Subscription Fee : \$60.00 per year subject to GST.

Cheque must be crossed and made payable to “**IEH-ACESing Joint Registry**”. Application fee paid is not refundable. Subscription fee will be refunded on unsuccessful applications. The QECP Registry may adjust the fees without giving any prior notice. Fee is subjected to GST w.e.f 5 October 2012.

6b Track Record and Performance

Applicants are expected generally to have executed earth control measures works. In addition to the requirements, applicants are expected to have a consistently good performance record. Those with poor performance history may be refused registration.

7 REGISTRATION STATUS

Registration status shall be accorded only to applicants which the QECP Registry considers as having sufficient experience and technical expertise to undertake earth control measures. The requirements stipulated, as set forth shall be taken as defining only the minimum requirements expected of an applicant.

8 AUTHORITY OF QECP Registry

The QECP Registry reserves the right to review the registration status of the registered applicants from time to time.

The QECP Registry shall de-register the applicants from the register if the applicants fail to fulfil the registration requisites.

The QECP Registry is not bound to accept any application notwithstanding that the applicant may have complied with the minimum requirements as set forth in this brochure. Furthermore, the applicant is also deemed to accept that the QECP Registry is not bound to assign any reasons for rejecting applications or de-registering an applicant from the QECP register.



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9 UPDATES OF APPLICANTS' PARTICULARS

A registered QECP is required to advise the QECP Registry immediately for any changes in its professional status, address or any other pertinent particulars, which may occur from time to time. It should be noted that registration status is accorded to the applicant on the basis of the applicant's particulars at the time of application and the QECP Registry reserves the right to revoke or modify the registration status in the event of any development or change in the applicant's particulars which, in the opinion of the QECP Registry, renders the applicant unsuitable to be accorded the current registration status. Notification of change of applicant's particulars should be in writing and accompanied by copies of the supporting documents and addressed to the QECP Registry. In addition, the QECP Registry may periodically require registered applicants to furnish pertinent particulars to the Registration Panel for the purpose of assessing the eligibility of their continued registration with QECP register.

10 CERTIFICATE OF REGISTRATION

The Certificate of Registration is the property of the QECP Registry and must be surrendered to the QECP Registry whenever the registered applicant is debarred or when the firm's registration is terminated for any reason.

11 VALIDITY

The validity of any registration is for a minimum period of **one (1)** year from the date of approval of registration. Registration will thereafter lapse automatically unless a renewal is filed and approved by the QECP Registry.

12 RENEWAL

Renewals shall be made one month before the expiry of the validity period. Application of renewal of registration shall include the following completed documents.

12.1 Renewal Form.

12.2 Document proof of attainment of a minimum of 6 points of Continuing Professional Development Unit (CPDU) on soil erosion and sediment control related topic, of which at least 4 points from (structured), for the past 1 year (for renewal only). 12 points are required for renewal if QECP membership has expired for 3 years or more.

12.3 Cheque payable to "IEH-ACESing Joint Registry".

The Registry reserves the rights not to renew the registration without stating any reasons.



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13 OTHER SUPPORTING DOCUMENTS FOR APPLICATION

Applicant may be requested by the QECP Registry to produce further supporting documents and this is to be produced within 7 working days, failing which the application will be rejected and considered unsuccessful.

14 OUTCOME OF APPLICATION AND FINAL APPROVAL

The QECP Registry will notify each applicant on the outcome of the application as soon as the case has been processed. Upon compliance with all the Terms and Conditions of Registration, the applicant will be issued with a Certificate of Registration.

The QECP reserves the rights to reject any applications without stating any reasons.

15 QECPs REGISTRATION PANEL

The QECPs Registration Panel is endorsed by both the IES & ACES Presidents and supported by PUB. It consists of members from IES, ACES and PUB.

The Registration Panel administrates the registration of QECPs in accordance with the registration terms and conditions. Administration and legal support are provided by IES and ACES.

The Registration Panel is advised by the QECP Review Panel of any QECP's misconduct/poor performance and on actions to be taken against the errant QECP.

16 SUSPENSION OR CANCELLATION OF THE CERTIFICATE OF REGISTRATION

The IES-ACES QECP Registration Panel may at its sole discretion suspend or cancel the certificate of registration at any time and without any obligation to give reasons if the registered QECP has contravened the criteria set up for the registration, or the registered QECP has poor performance record.

17 DISCLAIMER

The registration of an applicant should not be taken as any endorsement or acceptance of the applicant's performance or financial standing and IES, ACES and the Qualified Erosion Control Professional Registry expressly disclaim any liability arising out of or in connection with reliance or otherwise on the registration of an applicant.