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| **IES Logo (600dpi)** | **APPLICATION FOR IES/ACES** **LIFT & ESCALATOR INSPECTOR (LEI) REGISTRATION** | **ACES Logo Pantone Code 536C with font Engravers Gothic BT** |

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| ***Note:***1. Fee Payable (including GST) via NETS or Cheque payment to “***IEH-ACESing Joint Registry”***
2. To attach a copy of your ***academic qualification and complete mark sheets/official notarial transcripts (original and in English), Diploma certificate and complete mark sheets/official notarial transcripts needed if there is exemptions/ advance standing for Bachelor Degree***

Registration:*3.1. For Professional Engineers Board - Professional Engineers (PE):* ***all to be verified by either employer (with signature, name, designation & company stamp and address)****3.2. For Non-Professional Engineers (PE):* ***all to be verified, endorsed and signed by Professional Engineer (Mechanical/Electrical)*** 1. Copy of PE Professional registration certificate (*For Professional Engineers (PE))*
2. Copy of LEI/LEE certificate of completion and result slip
3. Copy of front and back NRIC/Passport
4. Professional CV
5. To bring along original PE professional registration certificate, academic qualification and complete mark sheets/official notarial transcripts (original and in English) for verification at IES.
6. Registration charges: Application Fee: $120.00 (non-refundable) and Subscription Fee: $170.00 upon approval.
7. Processing time under normal circumstances is 4 weeks

***Application form to be duly completed with all original endorsement to be submitted.******Incomplete submission of documents will be rejected.*** | **Passport Size Photo**  |

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| **SECTION A: PERSONAL INFORMATION** |
| **PART 1: PERSONAL PARTICULARS**  |
| Title: Er. [ ]  Prof [ ]  Mr [ ]  Mrs [ ]  Ms [ ]   |
| Surname/Family Name: Click here to enter text. Given Name/First Name: Click here to enter text. |
| Identification No (Singapore NRIC/SPR/FIN): Click here to enter text. Nationality: Click here to enter text.  |
| Date and Country of Birth: dd/mm/yyyy Written/Spoken Language: Click here to enter text. |
| **PART 2: CONTACT DETAIL** |
| Office Phone: Click here to enter text. Mobile Phone: Click here to enter text. Home Phone: Click here to enter text. |
| Preferred Mailing Address: Click here to enter text. Email: Click here to enter text. |
| **PART 3: ACADEMIC QUALIFICATION**  |
| [ ]  Degree from any local/foreign university in: Click here to enter text. Mechanical Engineering or Electrical Engineering (Date of Graduation: dd/mm/yyyy) |
| [ ]  Diploma from any local polytechnic in: Click here to enter text. Mechanical Engineering or Electrical Engineering (Date of Graduation: dd/mm/yyyy) |
| [ ]  Others engineering qualification (please specify): Click here to enter text. (Date of Graduation: dd/mm/yyyy) |
| **PART 4: PROFESSIONAL QUALIFICATION (REQUIRED FOR LEI PE)** |
| [ ]  PEng (Singapore) Reg no: Click here to enter text. |

+ To be endorsed by supervising Professional Engineer in Mechanical or Electrical Engineering discipline or either employer (with signature, name, designation & company stamp and address).

Note: It is an offence to make or produce to the Joint Accreditation Committee any document, declaration, certificate, report, record or notice which is false. IES reserve the rights not to disclose any information pertaining to the project detail and the relevancy of experience from the committee.

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| **PART 5: CURRENT EMPLOYMENT** |
| Current Employer: Professional Engineer [ ]  Developer [x]  Builder [ ]  Others [ ] Name of Current Employer: **Click here to enter text.** |
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| Any criminal conviction/offence under Singapore Law: Yes\* [ ]  No [ ]  If Yes\*, please provide details (if space below is insufficient, please attach): Click here to enter text. |
| **PART 7: APPLICANT’S DECLARATION**  |
| **I hereby declare that all the particulars and information provided in this form and the appendices attached are true and accurate to the best of my knowledge.****I hereby declare that I have read and will abide to the Terms and Conditions for accreditation as well as the Rules for Professional Conduct and Discipline.****‘PERSONAL DATA PROTECTION ACT’****I consent to the processing by Institution of Engineers, Singapore of personal data, including sensitive personal data as defined in the Data Protection Act 2014, about me for the proper purposes of Institution of Engineers, Singapore (IES). I undertake to observe the provisions of the Data Protection Act 2014 in relation to any personal data I may myself hold and process as a Members of Institution of Engineers, Singapore, and I agree to indemnify Institution of Engineers, Singapore from liability for any claims or damages that may arise from the processing of this data.** <https://www.ies.org.sg/About-IES/PDPA>\* **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **Signature of Applicant Date** |

**SECTION B:**

**DETAILS OF POST-GRADUATE DESIGN OR CONSTRUCTION EXPERIENCE APPENDIX 1**

 **(All fields to be duly completed)**

 **Applicant’s Name:** Click here to enter text.

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| **SUMMARY OF POSTGRADUATE WORKING EXPERIENCE** |
| **Date of Employment****(DD/MM/YYYY)** | **Details of working experience especially the experience in L&E such as design, installation, T&C or annual inspection work. To include degree of responsibility in each engagement, include title, duration of project done, indicate name of the supervising PE (if any) accordingly.** | **Total time(YY/MM)** | **Name and Address of Employer** | **To be verified by either employer (with signature, name, designation & company stamp and address) or supervising Professional Engineer (with signature & PE stamp)** |
|
| **From**  | **To** |
| **Yrs** | **Mths** |
| **TOTAL LENGTH OF WORKING EXPERIENCE** |  |  | Click here to enter text. |   |
| Click here to enter text.   | Click here to enter text.  |  Click here to enter text. | Click here to enter text. | Click here to enter text. |

***Note: If you need more space for Part 5, provide them as attachment to this application.***

+ To be endorsed by supervising Professional Engineer in Mechanical or Electrical Engineering discipline or either employer (with signature, name, designation & company stamp and address).

Note: It is an offence to make or produce to the Joint Accreditation Committee any document, declaration, certificate, report, record or notice which is false. IES reserve the rights not to disclose any information pertaining to the project detail and the relevancy of experience from the committee.

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| **SECTION C: REGISTRATION Requirement**  |
| Applications **must** be accompanied with:A duly completed prescribed application form; and1. **One** of the following academic qualification:
2. **Diploma (LEI):** A local diploma from any local polytechnic in Mechanical or Electrical Engineering or degree not recognized by Professional Engineers Board for registration in the Mechanical or Electrical Engineering discipline; **Minimum 6 years of such relevant practical experience in full-time installation, T&C or annual inspection works in Singapore.**
3. **Graduate (LEI):** A degree in Mechanical & Electrical Engineering recognised by the Professional Engineers Board for registration as a professional engineer under the Professional Engineers Act. **Minimum three****years of such relevant practical experience in full-time installation, T&C or annual inspection works in Singapore.**
4. **PE (LEI):** A Profession Engineer in Mechanical or Electrical discipline; **No experience needed.**
5. **Prerequisite training;** Passed LEI training course and test conducted by BCAA or IESA (or other BCA-recognized course).
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| **SECTION D: SUBMISSION METHOD & CONTACT DETAIL** |
| **Submission of document by Hand to:**  \*\* Submission checklist | **Joint Accreditation Committee (LEI)**C/O The Institution of Engineers Singapore 70 Bukit Tinggi RoadSingapore 289758 |
| **For enquiries on your application:** | Tel: (65) 6469 5000Fax: (65) 6467 1108Email: lei@iesnet.org.sg  |