

**THE INSTITUTION OF ENGINEERS, SRI LANKA (IESL)**

**APPLICATION FOR REGISTERING AS A STRUCTURAL ENGINEER FOR THE DESIGN OF BUILDINGS WITH MORE THAN 4 FLOORS AS PER THE REQUIREMENTS OF THE URBAN DEVELOPMENT AUTHORITY**

**NOTES TO APPLICANTS**

1. As per the requirements of the Urban Development Authority (UDA), Provincial and local authorities, it has become necessary for the Corporate Members in the field of Civil Engineering to register with the Institution in order to be eligible to carry out structural designs of buildings with more than 4 floors. Interested members are requested to apply for registration using this application form.
2. The duly filled application form has to be accompanied by a brief CV of the applicant and an application processing fee of Rs. 2,750/-. Please note that an application once received at the IESL Secretariat would be processed only if the member has settled his/her subscription fees up to and including the year he/she requests registration for. The successful applicants will be requested to pay a fee of Rs. 1,500/- to get their names listed in the Directory of Structural Engineers.
3. Once an application is received from a member who has settled all his/her subscription fees due from him/her, it will be referred to a panel of senior structural engineers for evaluation. The panel will, inter alia, consider the following criteria when evaluating the application for its suitability.
  - a. The applicants previous design experience in the category of buildings applied for: The member applying in respect of buildings up to 8 floors should have not less than two years and with more than 8 floors should have not less than three years of comprehensive experience of designing buildings of that category and prove that he/she has carried out the complete design of such buildings verified and countersigned by either a senior structural engineer who supervised the work concerned or by a structural engineer who has personal knowledge of the ability and competence of the applicant to do the type of structural designs indicated. The verifying engineer himself/herself should have been registered with the Institution under the particular building category.
  - b. The degree of responsibility and involvement in the designs done
  - c. Employment record
  - d. Knowledge on engineering fundamentals
  - e. Familiarity & use of current design codes in carrying out the design work
  - f. Awareness on safety aspects and precautionary measures to be adopted , especially in respect of excavations and foundations
  - g. Basic approach to foundation design
  - h. Relevant postgraduate qualifications, if any
  - i. Willingness to seek advice in case of doubt or unfamiliarity
  - j. Interest in Continuing Professional Development
  - k. Sincerity and commitment with which the designs are undertaken using an ethical approach and avoiding risks
  - l. Any other relevant experience
4. If a member fails to provide all the information requested, his/her application is liable to get rejected.
5. If the panel so decides, the applicant would be called for a discussion with the panel.

6. The successful applicants will be requested to pay a fee of Rs. 1,500/- to get their names listed in the Directory of Structural Engineers and become eligible to carry out the structural designs of buildings in their respective categories for the year concerned.
7. Once registered, it is the applicant who will be held personally responsible or liable for the designs he/she does and other engineering work the he/she authorizes or certifies and not the organization he represents or the Institution,.

Note: It is mandatory for structural engineers to use the seal in their official correspondence and in certification of drawings. Seals will be issued by the Institution on request for a fee of Rs. 1,000/-. This seal will not carry an expiry date. The members are advised to refrain from using the seal if he/ she has ceased to be a member of the Institution for nonpayment of subscription fees or on disciplinary grounds.

If the applicant does not possess a seal, it can be obtained by making an application using the No: DES-S/FO/10 available at the Payment Section of the IESL Secretariat or downloadable from our website at (link: ).

PERSONAL INFORMATION				
Full name:			Membership No.: M / F	
Address				
Designation:		Employer's name and office address:		
Telephone & E-mail:	Residence:	Office:	Mobile:	E-mail:
Name/s of recognized professional body/ies of structural engineers in Sri Lanka or abroad in which the member holds membership:				

**BUILDING CATEGORIES DEPENDING ON THE NUMBER OF FLOORS**

- i. Building Category/Categories applied for (Please tick the appropriate box):
- a. From 5 to 8 floors, both inclusive (Intermediate Rise)
  - b. From 9 to 12 floors, both inclusive (Middle Rise)
  - c. From 13 to 20 floors, both inclusive (High Rise)
  - d. More than 20 floors (High Rise)

Please specify by ticking the sub-category that the applicant wishes to qualify for additionally

12- 18 floors                       12- 25 floors

More than 25 floors

Please indicate the number of floors for which you have acquired experience:.....

- ii. State whether you are already registered under Intermediate / Middle Rise: Yes  No

Note: Building categories according to Urban Development Authority classification are: Intermediate Rise - between 5 and 8 floors (both inclusive); and Middle Rise/High Rise - above 8 floors.

**QUALIFYING WORK EXPERIENCE**

*(Please clearly list out using the format given in the Annexure, the projects for which you have had full or partial responsibility for structural design work during the last five years, indicating wherever possible the extent and the complexity of the work performed. The details provided should be verified and countersigned by either a senior structural engineer who supervised your work or by a structural engineer who has personal knowledge of your ability and competence to do the type of structural designs indicated).*

I enclose herewith details of qualifying work experience along with my CV in brief.

.....  
Applicant's Signature

.....  
Date

**FORMAT FOR INDICATING THE QUALIFYING WORK EXPERIENCE**

- Name of the building: \_\_\_\_\_
- Location : \_\_\_\_\_
- Client : \_\_\_\_\_
- Consultant : \_\_\_\_\_
- Contractor : \_\_\_\_\_
- Cost of the works : \_\_\_\_\_
- Building category : e.g. Intermediate Rise /more than 8 floors
- Height/Least Width Ratio : \_\_\_\_\_
- Number of floors : \_\_\_\_\_
- Date of completion of the work : \_\_\_\_\_
- Details of the design work done: \_\_\_\_\_

I declare that I am competent to certify structural designs and drawings of buildings in the building categories mentioned.

.....

Applicant's Signature Date: .....

I certify, based on my personal knowledge that the applicant carried out the above work satisfactorily.

.....

Verifying Member's Signature      Verifying Member's Name:      Membership No:

<i>For office use</i>	
<i>Payment of Rs 2,750/- received. All subscription fees up to and including the current year have been settled.</i>	
..... <i>Cashier</i>	..... <i>Date</i>