

Date application received		
Day	Month	Year
Fee received		£



The British Institute of Non-Destructive Testing, Midsummer House,
Riverside Way, Bedford Road, Northampton NN1 5NX, UK
Tel: +44 (0)1604 438300 | Email: info@bindt.org

Application for Registration as an Incorporated Engineer

Notes on the completion of this form:

- Before completing this form please read 'Notes to applicants seeking registration as an Incorporated Engineer' [Form RG002]. It is recommended that you refer to the Engineering Council's UK Standard for Professional Engineering Competence (UK-SPEC) 4th edition (www.engc.org.uk/ukspec.aspx).
- The Engineering Council Working Group (ECWG) requires applicants to complete the Engineering Council Standards/Competency match (part 2 of this application); this will enable you to assess your own competence against the IEng Competency requirements.
- Please complete all sections as comprehensively as possible. ('See CV' or similar wording or an incomplete application is not acceptable and will result in rejection of this application.) Continue on a separate sheet if required.
- All applicants must provide names and addresses of two referees (page 4/5).
- This form is to be accompanied by the following up-to-date documentation:**

Checklist (tick when enclosed)

CV ☐ Photo ID ☐ Training/CPD record ☐ Copies of academic and training certificates ☐ Future professional development plan ☐ Organogram ☐

1. Personal details

Title (Mr, Mrs, Miss, other):

Date of birth:

Age:

Full name (surname in block capitals):

Grade of membership:

Date of election:

Current EC registration (if applicable):

PCN number:

Home address (including postcode):

Contact number:

Email:

2. Declaration by applicant

I, the undersigned, certify each and every one of the statements in this application to be correct:

Signature:

Date:

To add your signature, click on the 'Fill & Sign' button. Click on the 'Sign' icon and select the 'Add Signature' option. Choose your preferred option to create/add your signature (type, draw or use an image) and click to 'Apply'. Move your signature into the signature box.

BINDT will store and use the information given on this form only for the purpose for which it has been provided. Your personal details and any other data you provide to BINDT will not be passed on to a third-party without your permission.

BINDT would like to contact you from time to time to let you know about its other services that may be of interest, such as special offers and discounts, events and new products. If you are happy to be contacted by BINDT, please indicate by ticking the box below:

I am happy for BINDT to contact me with information that may be of interest ☐

You can subscribe or unsubscribe at any time; simply let us know.

Title	Ref no	Issue no	Issue date	Authorised by
Application for registration as an Incorporated Engineer	RF002	2	01.03.22	D Gilbert

3. Academic and professional qualifications (further education onwards only)

From (MM/YY)	To (MM/YY)	Award	Subject	College/University/Professional or Certifying Body	First Referee's Initials

4. Present occupation

Current job title:

Employed from:

To:

Employer:

Location:

Number of employees:

Nature of business:

Nature of present occupation – a general statement of objectives and responsibilities:

Job specification – duties and engineering responsibilities:

Decisions – indicate briefly the nature of major engineering and commercial decisions for which you are personally responsible:

Organogram – To be attached on separate A4 sheet, showing clearly your position in the organisation, related to both senior and subordinate staff, and indicating those of CEng, IEng and EngTech status. This sheet must be authenticated by your referees.

	CEng/IEng	EngTech	Support
Number of subordinate staff			

To whom are you directly responsible?

Title	Ref no	Issue no	Issue date	Authorised by
Application for registration as an Incorporated Engineer	RF002	2	01.03.22	D Gilbert

5. Previous occupation

Job title:

Employed from:

To:

Employer:

Employer's location:

Employer's number of employees:

Employer's nature of business:

Employer's principal products/activities:

Nature of occupation – a general statement of objectives and responsibilities:

Job specification of occupation – duties and engineering responsibilities:

Decisions – indicate briefly the nature of major engineering and commercial decisions for which you were personally responsible:

This sheet must be authenticated by your referees.

Title	Ref no	Issue no	Issue date	Authorised by
Application for registration as an Incorporated Engineer	RF002	2	01.03.22	D Gilbert

Referee's support form

All applicants **must** provide names and addresses of two referees. Referees must know you personally and be capable of verifying the statements in your application. One referee should be your current immediate superior.

It is **preferable** that referees should be voting members of this or a related institution and registered with the Engineering Council. They must not be subordinates of the applicant or direct family members. Referees are required to initial the areas of your application for which they have personal knowledge.

Applicant's name: _____

Referee details (to be completed by first referee)

1. If you are a member of BINDT, please state member grade and membership number

BINDT membership number:

BINDT membership grade:

2. If you are a member of any other UK or other professional institutions, please state member grade and name of institution

Institution name:

Institution membership grade:

3. Current Engineering Registration.

CEng ☐ IEng ☐ N/A ☐

EC registration number:

4. Please state how you know the applicant

5. How long have you known the applicant for? _____ years

Declaration by referee

I have read and initialled those sections of this application and its supporting documents covering the applicant's career information of which I have knowledge and confirm that the initialled statements are to the best of my belief correct.

Name

Company name

Job title

Address

Postcode

Contact number

Email

Signature:

Date:

To add your signature, click on the 'Fill & Sign' button. Click on the 'Sign' icon and select the 'Add Signature' option. Choose your preferred option to create/add your signature (type, draw or use an image) and click to 'Apply'. Move your signature into the signature box.

Title	Ref no	Issue no	Issue date	Authorised by
Application for registration as an Incorporated Engineer	RF002	2	01.03.22	D Gilbert

Referee's support form

All applicants **must** provide names and addresses of two referees. Referees must know you personally and be capable of verifying the statements in your application. One referee should be your current immediate superior.

It is **preferable** that referees should be voting members of this or a related institution and registered with the Engineering Council. They must not be subordinates of the applicant or direct family members. Referees are required to initial the areas of your application for which they have personal knowledge.

Applicant's name: _____

Referee details (to be completed by second referee)

1. If you are a member of BINDT, please state member grade and membership number

BINDT membership number:

BINDT membership grade:

2. If you are a member of any other UK or other professional institutions, please state member grade and name of institution

Institution name:

Institution membership grade:

3. Current Engineering Registration

CEng ☐ IEng ☐ N/A ☐

EC registration number:

4. Please state how you know the applicant

5. How long have you known the applicant for? _____ years

Declaration by referee

I have read and initialled those sections of this application and its supporting documents covering the applicant's career information of which I have knowledge and confirm that the initialled statements are to the best of my belief correct.

Name

Company name

Job title

Address

Postcode

Contact number

Email

Signature:

Date:

To add your signature, click on the 'Fill & Sign' button. Click on the 'Sign' icon and select the 'Add Signature' option. Choose your preferred option to create/add your signature (type, draw or use an image) and click to 'Apply'. Move your signature into the signature box.

Title	Ref no	Issue no	Issue date	Authorised by
Application for registration as an Incorporated Engineer	RF002	2	01.03.22	D Gilbert

The standard	Examples	Enter your answers here (complete on a separate sheet if required)
<p>This column gives details of the competencies and the commitments in the UK-SPEC.</p> <p>Incorporated Engineers must be competent throughout their working life, by virtue of their education, training and experience, to...</p>	<p>This column gives examples that are intended to help you identify activities you might quote to demonstrate the required competence and commitment for IEng registration.</p> <ul style="list-style-type: none"> • These are not exhaustive. • You are not required to give multiple examples to demonstrate competence and commitment. 	<p>In this column, detail your activities that demonstrate the required competences and commitments for registration.</p> <p>If you reference other information, please identify where that can be found within your submitted documentation.</p>

Title	Ref no	Issue no	Issue date	Authorised by
Application for registration as an Incorporated Engineer	RF002	2	01.03.22	D Gilbert

The standard	Examples	Enter your answers here (complete on a separate sheet if required)
A Use a combination of general and specialist engineering knowledge and understanding to apply existing and emerging technology.		
A1 Maintain and extend a sound theoretical approach to the application of technology in engineering practice.	<ul style="list-style-type: none"> Identifying the limits of your knowledge and skills. Taking steps to develop and extend personal knowledge of appropriate technology, both current and emerging. Applying newly gained knowledge successfully in a task or project. Reviewing current procedures and processes and recommended improvements or changes to reflect best practice. Developing knowledge needed to work in a new industry area or discipline. 	
A2 Use a sound evidence-based approach to problem solving and contribute to continuous improvement.	<ul style="list-style-type: none"> Applying knowledge and experience to investigate and solve problems arising during engineering tasks and implementing corrective action. Identifying opportunities for improvements and how these have been (or could be) implemented. Using an established process to analyse issues and establish priorities. 	

Title	Ref no	Issue no	Issue date	Authorised by
Application for registration as an Incorporated Engineer	RF002	2	01.03.22	D Gilbert

The standard	Examples	Enter your answers here (complete on a separate sheet if required)
<p>B Apply appropriate theoretical and practical methods to design, develop, manufacture, construct, commission, operate, maintain, decommission and recycle engineering processes, systems, services and products.</p> <p>B1 Identify, review and select techniques, procedures and methods to undertake engineering tasks.</p> <p>B2 Contribute to the design and development of engineering solutions.</p>	<ul style="list-style-type: none"> Establishing the engineering steps needed to carry out a task efficiently. Identifying the available products or processes needed to undertake an engineering task and establishing a means of identifying the most suitable solution. Preparing technical specifications. Reviewing and comparing responses to the technical aspects of tender invitations. Establishing user requirements for improvements. <ul style="list-style-type: none"> Contributing to the identification and specification of design and development requirements for engineering products, processes, systems and services. Identifying operational risks and evaluating possible engineering solutions, taking account of cost, quality, safety, reliability, appearance, fitness for purpose, security (including cyber security), intellectual property constraints and opportunities, and environmental impact. Collecting and analysing results. Carrying out necessary tests. 	

Title	Ref no	Issue no	Issue date	Authorised by
Application for registration as an Incorporated Engineer	RF002	2	01.03.22	D Gilbert

The standard	Examples	Enter your answers here (complete on a separate sheet if required)
B3 Implement design solutions for equipment or processes and contribute to their evaluation.	<ul style="list-style-type: none"> Identifying the resources required for implementation. Implementing design solutions, taking account of critical constraints, including due concern for safety and sustainability. Identifying problems during implementation and taking corrective action. Contributing to recommendations for improvement and actively learning from feedback on results. 	
C Provide technical and commercial management.		
C1 Plan the work and resources needed to enable effective implementation of engineering tasks and projects.	<ul style="list-style-type: none"> Identifying factors affecting the project implementation. Carrying out holistic and systematic risk identification, assessment and management. Preparing and agreeing implementation plans and method statements. Securing the necessary resources and confirming roles in a project team. Applying the necessary contractual arrangements with other stakeholders (clients, subcontractors, suppliers, etc). 	

Title	Ref no	Issue no	Issue date	Authorised by
Application for registration as an Incorporated Engineer	RF002	2	01.03.22	D Gilbert

The standard	Examples	Enter your answers here (complete on a separate sheet if required)
C2 Manage (organise, direct and control), programme or schedule, budget and resource elements of engineering tasks or projects.	<ul style="list-style-type: none"> Operating appropriate management systems. Working to the agreed quality standards, programme and budget, within legal and statutory requirements. Managing work teams, coordinating project activities. Identifying variations from quality standards, programme and budgets and taking corrective action. Evaluating performance and recommending improvements. 	
C3 Manage teams, or the input of others, into own work and assist others to meet changing technical and managerial needs.	<ul style="list-style-type: none"> Agreeing objectives and work plans with teams and individuals. Reinforcing team commitment to professional standards. Leading and supporting team and individual development. Assessing team and individual performance and providing feedback. Seeking input from other teams or specialists where needed and managing the relationship. 	

Title	Ref no	Issue no	Issue date	Authorised by
Application for registration as an Incorporated Engineer	RF002	2	01.03.22	D Gilbert

The standard	Examples	Enter your answers here (complete on a separate sheet if required)
C4 Take an active role in continuous quality improvement.	<ul style="list-style-type: none"> Ensuring the application of quality management principles by team members and colleagues. Managing operations to maintain quality standards, for example ISO 9000, EFQM. Evaluating projects and making recommendations for improvement. Implementing and sharing the results of lessons learned. 	
D Demonstrate effective communication and interpersonal skills.		
D1 Communicate effectively in English with others at all levels.	<ul style="list-style-type: none"> Contributing to, chairing and recording meetings and discussions. Preparing communications, documents and reports on technical matters. Exchanging information and providing advice to technical and non-technical colleagues. Engaging or interacting with professional networks. 	
D2 Clearly present and discuss proposals, justifications and conclusions.	<ul style="list-style-type: none"> Preparing and delivering appropriate presentations. Managing debates with audiences. Feeding the results back to improve the proposals. Contributing to the awareness of risk. 	

Title	Ref no	Issue no	Issue date	Authorised by
Application for registration as an Incorporated Engineer	RF002	2	01.03.22	D Gilbert

The standard	Examples	Enter your answers here (complete on a separate sheet if required)
D3 Demonstrate personal and social skills and awareness of diversity and inclusion issues.	<ul style="list-style-type: none"> Knowing and managing own emotions, strengths and weaknesses. Being confident and flexible in dealing with new and changing interpersonal situations. Identifying, agreeing and working towards collective goals. Creating, maintaining and enhancing productive working relationships and resolving conflicts. Being supportive of the needs and concerns of others, especially where this relates to diversity and inclusion. 	
E Demonstrate a personal commitment to professional standards, recognising obligations to society, the profession and the environment.		
E1 Understand and comply with relevant codes of conduct.	<ul style="list-style-type: none"> Demonstrating compliance with your Licensee's Code of Professional Conduct. Identifying aspects of the Code particularly relevant to your role. Managing work within all relevant legislation and regulatory frameworks, including social and employment legislation. 	

Title	Ref no	Issue no	Issue date	Authorised by
Application for registration as an Incorporated Engineer	RF002	2	01.03.22	D Gilbert

The standard	Examples	Enter your answers here (complete on a separate sheet if required)
E2 Understand the safety implications of your role and manage, apply and improve safe systems of work.	<ul style="list-style-type: none"> Identifying and taking responsibility for your own obligations for health, safety and welfare issues. Managing systems that satisfy health, safety and welfare requirements. Developing and implementing appropriate hazard identification and risk management systems and culture. Managing, evaluating and improving these systems. Applying a sound knowledge of health and safety legislation, for example HASAW 1974, CDM regulations, ISO 45001 and company safety policies. 	
E3 Understand the principles of sustainable development and apply them in your work.	<ul style="list-style-type: none"> Operating and acting responsibly, taking account of the need to progress environmental, social and economic outcomes simultaneously. Providing products and services that maintain and enhance the quality of the environment and community, and meet financial objectives. Recognising how sustainability principles, as described in the Engineering Council's Guidance on Sustainability, can be applied in your day-to-day work. Understanding and encouraging stakeholder involvement in sustainable development. Using resources efficiently and effectively. Taking action to minimise environmental impact in your area of responsibility. 	

Title	Ref no	Issue no	Issue date	Authorised by
Application for registration as an Incorporated Engineer	RF002	2	01.03.22	D Gilbert

The standard	Examples	Enter your answers here (complete on a separate sheet if required)
E4 Carry out and record the Continuing Professional Development (CPD) necessary to maintain and enhance competence in your own area of practice.	<ul style="list-style-type: none"> • Undertaking reviews of your own development needs. • Planning how to meet personal and organisational objectives. • Carrying out planned and unplanned CPD activities. • Maintaining evidence of competence development. • Evaluating CPD outcomes against any plans made. • Assisting others with their CPD. 	
E5 Understand the ethical issues that may arise in your role and carry out your responsibilities in an ethical manner.	<ul style="list-style-type: none"> • Understanding the ethical issues that you may encounter in your role. • Giving an example of where you have applied ethical principles as described in the Engineering Council's Statement of Ethical Principles. • Giving an example of where you have applied or upheld ethical principles as defined by your organisation, company or institute. 	

Title	Ref no	Issue no	Issue date	Authorised by
Application for registration as an Incorporated Engineer	RF002	2	01.03.22	D Gilbert