

APPLICATION FOR TRANSFER AS FELLOW

INSTRUCTIONS TO APPLICANT

Please read this and comply before completing Form IEM (F)

1. Please ensure that you have read the undertaking carefully.
2. Please fill in all particulars as requested. This form can be **typewritten** or **handwritten** in neat **BLOCK letters**.
3. A candidate for transfer into this grade shall be not less than **thirty five years of age** and shall produce evidence to the satisfaction of the Council :-

That he has had not less than five years employment in positions of major responsibility in the planning, design, execution or management of important engineering work;

- i) *holding a post for 5 years in Government Super Scale/Senior Lecturer OR*
 - ii) *Holding a post for 5 years as Principal/Director of company in practice OR*
 - iii) *a General Manager or a senior engineer holding a position of major responsibility in the organisation for 5 years AND*
 - iv) *must be a Corporate Member for at least 5 years or a period deemed fit by the Excomm.*
4. Applicant has to submit the Form IEM (F) together with **Organisation Chart** duly certified and position served to be highlighted.



INSTITUSI JURUTERA MALAYSIA THE INSTITUTION OF ENGINEERS, MALAYSIA

BORANG/FORM IEM (F)

PERMOHONAN PEMINDAAN KEPADA GRED 'FELLOW'
APPLICATION FOR TRANSFER TO FELLOW

Sila baca sebelum mengisi borang IEM (F).

Please read this and comply before completing IEM (F).

- Sila isi semua borang dengan lengkap, Borang boleh taip atau ditulis dalam huruf besar.
*Please fill in all particulars as requested. This form can be typewritten or hand written in **BLOCK LETTERS***
- Pemohon hendaklah berumur lebih dari 35 tahun.
Applicant must be above 35 years of age.
- Hanya satu salinan borang yang perlu diserahkan.
Only one form need to be submitted.
- Penyata pengalaman hendaklah secara ringkas dan tepat.
Statement of experience should be as brief and informative as possible.
- Sila potong mana yang tidak berkenaan.
**Please delete whichever is not applicable.*

GAMBAR
Photograph

1. Nama Penuh

Name in full

Umur

Age

Tarikh Lahir :

Date of Birth

Nombor Telefon Pejabat:

Office Telephone Number

Nombor Telephone Bimbit

Handphone Number

No. Keahlian: Email:

M'ship No.

Alamat Tetap

Permanent Address

Alamat Surat Menyurat

Postal Address

2. **KENYATAAN OLEH PENCADANG** (Pencadang diminta menandatangani disebelah penyata pengalaman pemohon)
STATEMENT BY THE PROPOSER (*Proposers are asked to assist the Council by placing their initials against those particulars of the candidate's career (on reverse) of which they have personal knowledge.*)

Setelah mengenali pemohon, kami yang bertandatangan dibawah, setakat pengetahuan kami dalam semua aspek, kami mengesyorkan kepada Majlis Institusi Jurutera Malaysia bahawa beliau adalah layak dipindahkan sebagai ahli 'Fellow' Institusi ini.

From our PERSONAL KNOWLEDGE of the above named, we the undersigned, submit to the Council of THE INSTITUTION OF ENGINEERS, MALAYSIA that he is a person suitable for transfer to the grade of FELLOW, and that his qualifications satisfy the requirement of the Constitution and By-laws.

Nama Penuh <i>Name in Full</i>	Gred <i>Grade</i>	Tandatangan <i>Signature</i>	Tarikh <i>Date</i>
	Fellow / Ahli <i>*Fellow / Member</i> No. Ahli / M'ship No:		
	Fellow / Ahli <i>*Fellow / Member</i> No. Ahli / M'ship No:		
	Fellow / Ahli <i>*Fellow / Member</i> No. Ahli / M'ship No:		
	Fellow / Ahli <i>*Fellow / Member</i> No. Ahli / M'ship No:		
	Fellow / Ahli <i>*Fellow / Member</i> No. Ahli / M'ship No:		
	Fellow / Ahli <i>*Fellow / Member</i> No. Ahli / M'ship No:		
	Fellow / Ahli <i>*Fellow / Member</i> No. Ahli / M'ship No:		

Tandatangan sekurang-kurang ENAM Ahli Korporat Institusi dari mana sekurang-kurang dua adalah Ahli 'FELLOW'
Signature of at least SIX Corporate Members of The Institution, of whom at least two must be FELLOW.

3. **PERJANJIAN YANG DITANDATANGANI OLEH PEMOHON** (sila baca dengan teliti)

UNDERTAKING TO BE SIGNED BY APPLICANT (*Please read carefully*)

Saya, yang bertandatangan di bawah, berjanji bahawa sekiranya diterima sebagai Ahli, 'Fellow' saya akan mematuhi Perlembagaan, Undang-Undang dan Peraturan-Peraturan Institusi pada masa ianya dikuatkuasakan dan saya akan menerima sebagai muktamad segala keputusan Majlis terhadap semua perkara yang dilakukan oleh Majlis setaraf dengan peruntukan Perlembagaan, Undang-Undang dan Peraturan-Peraturan.

I, the undersigned, hereby declare that I am desirous of transferring to the grade of Fellow, and I accept full responsibility for the accuracy of the particulars contained in this Form with regard to my qualifications, and do hereby agree that in the event of my transfer to Fellowship of The Institution, I will be governed by the Constitution, By-laws and Regulations of The Institution of Engineers, Malaysia as they are now formed or as they may hereafter be altered, and that I will not use any title, abbreviated title or description associated with The Institution except those to which I may be entitled under the Constitution, By-laws and Regulations and that I will advance the objects the The Institution as far as may be in my power.

Tarikh :

Date

Tandatangan Pemohon:

Signature of Applicant

(Nota : Sebarang keraguan jika ada; interpretasi dalam Bahasa Inggeris adalah muktamad)

F 1/2009

4. **PENGHORMATAN, GELARAN DAN PENGANUGERAHAN : KEAHLIAN BADAN KEHORMAT DAN SAINTIFIK LAIN.**
HONOURS, DECORATIONS AND AWARDS: MEMBERSHIP OF OTHER ENGINEERING AND SCIENTIFIC BODIES.

5. **KEDUDUKAN MASAKINI**
PRESENT APPOINTMENT

Nama & Alamat *majikan/organisasi
*Nama & Address of *Firm/Organisation*

Jawatan (taraf atau gred)
Title of Post (with rank or grade)

6. **PENDIDIKAN KEJURUTERAAN**
ENGINEERING EDUCATION

Universiti / Pusat Pengajian Tinggi <i>Universities/Institution of Higher Learning</i>	Sijil Kejuruteraan diperolehi <i>Awards of Engineering Degree/Diploma Obtained</i>	Tarikh Sijil Dikeluarkan <i>Dates of Awards</i>

7. **Disiplin kejuruteraan yang dipilih**
Division of Engineering Applied For

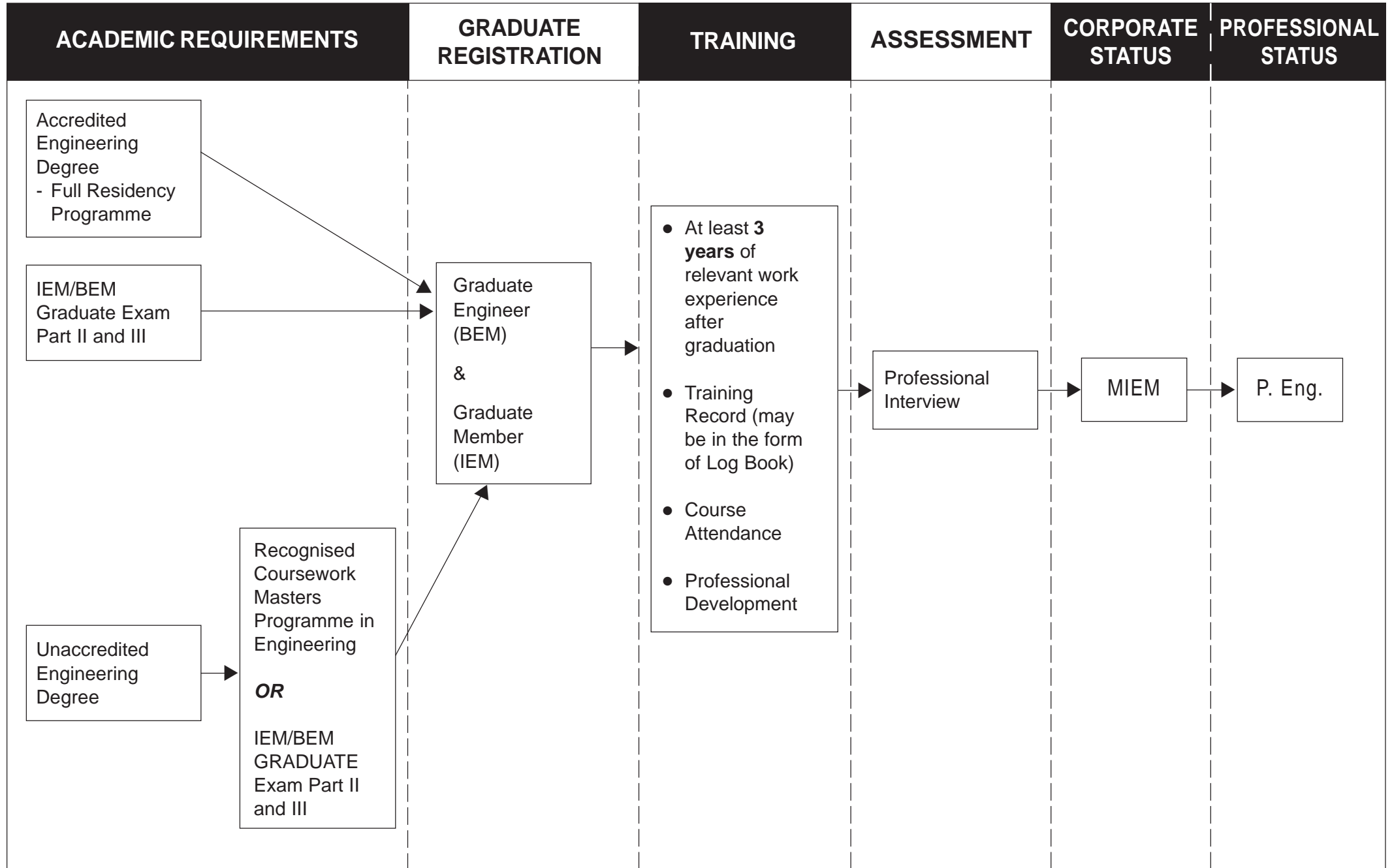
*Awam / Mekanikal / Elektrikal / dll
**Civil / Mechanical / Electrical etc*

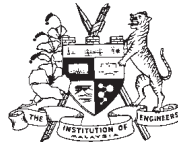
8. **PENGALAMAN SELEPAS DILANTIK MENJADI AHLI KORPORAT**
CAREER SUBSEQUENT TO ELECTION AS MEMBER

Nyata dengan ringkas jawatan yang dipegang, majikan dan penjelasan mengenai tanggungjawab. Hurai dengan ringkas akan jenis kerja.
LAMPIRKAN CARTA ORGANISASI SERTA TUNJUK KEDUDUKAN MASA KINI.
Show concisely the work upon which engaged with some indication of magnitude and costs, the position occupied and the responsibility carried. ATTACH A COPY OF YOUR ORGANISATION CHART SHOWING YOUR PRESENT POSITION IN THE ORGANISATION

<p>Tarikh bulan & tahun berhubung dengan jawatan <i>Insert dates and duration in this margin</i></p>	<p>Penyata Pengalaman <i>STATEMENT OF EXPERIENCE</i></p> <p>Tarikh dilantik menjadi Ahli Korporat:</p> <p><i>Date of Election as Member</i></p>	<p>Tandatangan 2 orang Ahli Korporat yang mengetahui berkenaan latihan dan pengalaman pemohon. <i>Signature of any two Corporate Members who have Personal knowledge of Applicant's Training</i></p> <p>Nama dan Tandatangan <i>Name and Signature</i></p> <p>Nama dan Tandatangan <i>Name and Signature</i></p>
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ROUTE TO M.I.E.M. AND PROFESSIONAL ENGINEER STATUS





INSTITUSI JURUTERA MALAYSIA

The Institution of Engineers, Malaysia

Bangunan Ingenieur, Lots 60/62, Jalan 52/4, Peti Surat 223 (Jalan Sultan), 46720 Petaling Jaya, Selangor Darul Ehsan, Malaysia.
Telephone : 60-3-7684001 / 7684002 Email : sec@iem.po.my Fax No : 60-3-7577678

EXTRACTS FROM THE CONSTITUTION AND BYLAWS

CONSTITUTION

ARTICLE 1 Name, Location and Objects

- 1.1 The association as hereunder constituted shall be known as THE INSTITUTION OF ENGINEERS, MALAYSIA, which is hereinafter referred to as "the Institution".
- 1.2 The headquarters of the Institution shall be in the State of Selangor. The registered office, place of business and postal address of the Institution shall be as specified in the Bylaws. Branch offices may be established at such places as may be determined by the Council.
- 1.3 The objects of the Institution shall be to promote and advance the science and profession of all aspects of engineering.

ARTICLE II Membership

- 2.1 The Membership of the Institution shall consist of two classes :-

- (a) Corporate Members
- (b) Non-corporate Members

- 2.2 Corporate Members shall comprise four grades, namely:

- (a) Distinguished Honorary Fellows
- (b) Honorary Fellows
- (c) Fellows and
- (d) Members

All Corporate Members shall be engineers.

Non-corporate Members shall comprise eight grades, namely :-

- (a) Distinguished Honorary Fellows
- (b) Honorary Fellows
- (c) Honorary Members
- (d) Graduate Members
- (e) Incorporated Members
- (f) Affiliate Members
- (g) Associate Members and
- (h) Student Members

- 2.3 Only Corporate Members have the right to vote, to requisition meetings and to be elected to the Council.
- 2.4 The names of all members shall be entered on the Register of the Institution, hereinafter referred to as "the Register". Each grade of membership shall comprise every person who has been admitted, elected or transferred into that grade, so long as his name is on the Register as such.

Fellows, Members and Graduates shall be entitled to the use of the title "Engr." placed before their names.

- 2.5 Distinguished Honorary Fellows, Honorary Fellows, Fellows, Members, Graduate Members and Incorporated Members shall be entitled to the exclusive use after their names of the following abbreviated forms showing their grades of Membership:

Distinguished Honorary Fellow	D. Hon. F.I.E.M.
Honorary Fellow	Hon. F.I.E.M.
Honorary Member	Hon. M.I.E.M.
Fellow	F.I.E.M.
Member	M.I.E.M.
Graduate Member	Grad. I.E.M.
Incorporated Member	Inc. I.E.M.

Affiliate Members, Associate Members and Student Members shall not be entitled to be designated by abbreviations.

No person who has ceased to be a member of the Institution shall be entitled to make use of any designation implying connection with the Institution.

- 2.6 **Distinguished Honorary Fellow** : A Distinguished Honorary Fellow shall be a person of acknowledged eminence such as Head of State, Prime Ministers, prominent engineers and world renowned figures who has contributed outstanding services to the engineering profession, the Institution or the Nation.

- 2.7 **Honorary Fellow** : An Honorary Fellow shall be a distinguished person of acknowledged eminence whom the Institution desires to honour for services rendered to the engineering profession.

- 2.8 **Honorary Member** : An Honorary Member shall be an eminent person from the Corporate or Public Sector who has rendered outstanding services to the engineering profession or the Institution.

Conferral of Honorary Grades

- 2.9 **Distinguished Honorary Fellowship, Honorary Fellowship and Honorary Membership** shall only be conferred by the Council. The criteria for these Grades shall be as set out in the Bylaws and established guidelines.

- 2.10 **Fellow** : There shall be no direct admission to this grade. Admission shall only be by transfer from the grade of Member. To be eligible for transfer to the grade of Fellow, a Member shall have satisfied the Council that he is worthy of transfer to this grade in accordance with the relevant Bylaws and Regulations.

- 2.11 **Member** : A Member, at the time of his advancement or election to this grade, shall have satisfied the Council that he has attained such standard as set by the Council to testify to his proficiency as a professional engineer, and that he is worthy of election in accordance with the relevant Bylaws and Regulations.

- 2.12 **Graduate Member** : A Graduate Member shall be a person who in respect to his age, his educational attainments and his practical training, complies with the relevant Bylaws and Regulations.

- 2.13 **Incorporated Member** : An Incorporated Member shall be a person who in respect to his educational attainments and his practical training, complies with the relevant Bylaws and Regulations.

- 2.14 **Affiliate Member** : An Affiliate Member shall be a person who has had the necessary experience in a responsible position in engineering or a person who by his connection with engineering science or the arts or otherwise is qualified to contribute in the advancement of engineering knowledge and his practical training, complies with the relevant Bylaws and Regulations.

- 2.15 **Associate Member** : An Associate Member shall be a person who, in respect to his educational attainments and his practical training, complies with the relevant Bylaws and Regulations.

- 2.16 **Student Member** : A Student Member shall be a person who in respect to his educational attainments, complies with the relevant Bylaws and Regulations.

Privileges of membership

- 2.17 Every member of the Institution shall be bound by the Constitution, and the Bylaws and Regulations made thereunder, and shall enjoy all the rights and privileges of membership of the Institution as provided for in the Constitution, Bylaws and Regulations.

Professional Conduct

- 2.18 Every member shall so conduct himself as to uphold the dignity, standing and reputation of the profession. He shall be bound by the Regulations on Professional Conduct.

BYLAW

SECTION II Qualifications for Membership

Fellows :

- 2.1 Fellows shall comprise all those persons who have been transferred into the grade of Fellow so long as their names are on the Register as such.

Admission to the grade of Fellow shall be by transfer from the grade of Member.

A candidate for transfer into this grade shall be not less than thirty-five (35) years of age and shall produce evidence to the satisfaction of the Council:-

- (a) That he has had not less than five (5) years' employment in positions of major responsibility in the planning, design, execution or management of important engineering work; or
- (b) That he has occupied a prominent position in the profession of engineering, and has either made noteworthy contribution to the science of engineering or materially advanced the practice of engineering.

Members :

- 2.2 Members shall comprise all those persons who have been elected into the grade of Member so long as their names are on the Register as such.

A candidate for election into this grade shall produce evidence to the satisfaction of the Council that he is worthy of election, and

- (a) That he has a graduate qualification as approved by the Council; and
- (b) That he has attained the approved required years of practical experience in engineering, after obtaining the above graduate qualification in a manner satisfactory to the Council, in the planning, design, execution or management of such works as are comprised within the profession of engineering, or in engineering research, or the teaching of engineering in a course leading to a qualification approved by the Council.

Graduate Members :

- 2.3 Graduates Members shall comprise all those persons who have been admitted or transferred into the grade of Graduate Member so long as their names are on the Register as such.

A candidate for admission or transfer into this grade shall be not less than eighteen (18) years of age and shall produce evidence to the satisfaction of the Council that he has graduated with an accredited engineering degree or has obtained an equivalent qualification approved by the Council.

Incorporated Members :

- 2.4 Incorporated Members shall comprise all those persons who have been admitted into the grade of Incorporated Member so long as their names are on the Register as such.

A candidate for admission into this grade shall produce evidence to the satisfaction of the Council that he is a graduate with an engineering degree which is not on the Institution's Accredited List or that he has undertaken a graduate engineering course but has not yet qualified for admission as a Graduate Member or as a Student Member.

Affiliate Members :

- 2.5 Affiliate Members shall comprise all those persons who have been admitted into the grade of Affiliate Member so long as their names are on the Register as such.

A candidate for admission into this grade shall produce evidence to the satisfaction of the Council:-

- (a) That he is connected with the engineering profession; and
- (b) (i) That he is a graduate in the applied sciences from a university/ college of recognised standing and has been in active practice in his special field for not less than five (5) years; or
- (ii) That he has been in active practice in his special field for not less than ten (10) years during which he has held responsible position for not less than three (3) years.

Associate Members :

- 2.6 Associate Members shall comprise all those persons who have been admitted into the grade of Associate Member so long as their names are on the Register as such.

A candidate for admission to this grade shall produce evidence to the satisfaction of the Council that he has obtained a recognised diploma in engineering from a polytechnic/college, or has obtained an equivalent qualification.

Student Members :

- 2.7 Student Members shall comprise all those persons who have been admitted into the grade of Student Member so long as their names are on the Register as such:

A candidate for admission into this grade shall produce evidence to the satisfaction of the Council:-

- (a) That he is pursuing a course leading to the award of an engineering degree or equivalent; or
- (b) That he has enrolled for the Institution's Graduate Examinations or the Examination of an overseas professional institution recognised by the Council.

SECTION IIIA Admission, Election and Transfer

Applications

- 3.1 Admission and election to membership of the Institution and transfers in grades of membership therein be effected through voluntary application from persons qualified under the Constitution for such membership.

Distinguished Honorary Fellows, Honorary Fellows and Honorary Members:

- 3.2 Distinguished Honorary Fellows, Honorary Fellows and Honorary Members shall be elected at a meeting of the Council at which not less than eighty percent (80%) of the total Council members present, shall vote in favour. Fellows of the Institution shall be eligible for election as Distinguished Honorary Fellows or Honorary Fellows.

Fellows :

- 3.3 Every proposal for transfer of a Member to the grade of Fellow shall be according to such form as the Council may prescribe. This proposal form, having been subscribed by not less than six (6) Corporate Members of whom at least two (2) shall be Fellows, and delivered, duly completed, to the Honorary Secretary, shall be submitted to the Council, who, subject to conditions hereinbefore set forth, may, if they think fit, approve the proposed transfer.

Members and Affiliate Members :

- 3.4 Any person desirous of being elected a Member or admitted as Affiliate Member shall be proposed and seconded according to such rules as the Council may prescribe. The proposal form shall be signed by not less than two (2) Corporate Members of whom at least one (1) shall be a Fellow of the Institution or a Member of not

less than ten (10) years' standing in the Institution. The proposer and seconders shall certify from personal knowledge of the candidate that he is a fit and proper person for consideration by the Council for the relevant class of membership of the Institution.

Graduate Members and Student Members :

- 3.5 A candidate for admission to the grade of Graduate Member or for transfer from Student Member to Graduate Member shall have his application form signed by a Corporate Member.

A candidate for admission to the grade of Student Member shall have his application form certified by a Corporate Member or by his employer or by a Head of Department of a teaching institution who shall certify that the candidate is receiving or has received the required engineering education and training.

- 3.6 A person who is eligible for admission to a higher grade of membership in the Institution shall not be admitted to the grade of Student Member.

SECTION IV Fees and Annual Subscriptions

Entrance and Transfer Fees

- 4.1 An entrance/transfer fee shall be due and payable for the grade of membership to which the applicant is admitted, elected or transferred as of the date of admission, election or transfer to that grade, as follows:-

(a) Member	
(i) who has been a Graduate Member for at least two (2) years before applying for election	RM100.00
(ii) who does not fulfil the requirements in (a)(i) above	RM350.00
(b) Graduate Member	
(i) who has been a Non-corporate Member in any grade for at least one (1) year, and who applies for transfer to this grade of membership within ninety (90) days after obtaining the required qualifications for admission to this grade.	RM 50.00
(ii) who does not fulfil the requirements in (b)(i) above	RM 80.00
(c) Incorporated Member	RM250.00
(d) Affiliate Member	RM200.00
(e) Associate Member	RM100.00
(f) Student Member	None

Subject to the above, there shall be no other transfer fee payable on changing from one grade of membership to another.

Annual Subscription

- 4.2 The annual subscription payable by membership wherever resident, shall be as follow:-

Fellow	RM220.00
Member	RM130.00
Incorporated Member	RM130.00
Affiliate Member	RM130.00
Graduate Member, who on the 1 st Jan. have attained the age of 30	RM130.00
have not attained the age of 30	RM 85.00
Associate Member	RM 85.00
Student Member, who on the 1 st Jan. have attained the age of 30	RM130.00
have attained the age of 24	RM 85.00
have not attained the age of 24	RM 20.00

Notwithstanding the above, any Student Member who has attained the age of 24 years and can produce evidence that he is still a bona fide student of an Institution of higher learning or that he is registered for the Institution's Graduate Examination shall pay the same rate as a Student member below the age of 24.

Payment of Annual Subscription

- 4.3 Annual subscription shall be payable in advance on 1st January of each year. A person who is admitted, elected or transferred to membership of the Institution between 1st July and 30th September in any year shall pay only half the annual subscription.

- 4.4 The first annual subscription of all members admitted, elected or transferred between the 1st October and 31st December in any year, or the increase thereof in the case of transfer during this period, shall be in respect of the year commencing on the first day of January next ensuing.