



The Institution of Engineers, Malaysia

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Selangor Darul Ehsan

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IEM ECD MENTEE REGISTRATION FORM

A) Particulars of Applicant

Name: _____ I.C. No.: _____

Tel. No: (O) _____ (HP): _____ Email Add: _____

IEM Membership No: _____ Grade: _____ Date: _____

BEM Graduate Registration No: _____ Date: _____ Engineering Discipline: _____

First Degree with Date Obtained and Name of University: _____

Company Name & Address _____ Position Held _____ Date Period of Employment _____

Brief description of present nature of work: _____

Correspondence Address (in full): _____

Type of Mentorship Selected (*please tick*):

☐ Mentorship with IEM ECD Logbook Submission

☐ Mentorship without IEM ECD Logbook Submission

Proposed Commencement date for Mentorship: _____

(B) Particulars of Mentor

Name: _____ IEM Membership No & Grade: _____

Name and Address of Company / Organisation: _____

Tel (O): _____ (HP): _____ Email Address: _____

Present Designation: _____

Engineering Discipline: _____ Year elected as IEM Corporate Member: _____

PE Registration No: _____ Date: _____

Brief particulars of working experience: _____

(C) Declaration by Applicant

I hereby confirm that the above-named Corporate Member of IEM will be my Mentor to provide me the relevant graduate training for three (3) years as prescribed under the Registration of Engineer's Act 1967, Section 10 (1) (2).

I also undertake to update the particulars of my Mentor should there be any changes during my training period.

REGISTRATION AS IEM MENTEES

Registration of Engineers Regulations 1990 states that a registered Graduate Engineer is required to obtain practical experience for at least one year in Malaysia under the supervision of a registered Professional Engineer of the same discipline or approved allied discipline.

In line with this, the IEM has initiated Log Book Training Scheme which is now known as the Engineering Competency Development to provide for the proper practical training of young graduates to ensure that such training conforms to the Institution Rules concerning the admission of Corporate Members and towards allowing graduate engineers attain the Professional Engineers status with the BEM.

The Professional Interview Regulation states that a candidate shall have had at least 3 years of approved experience in planning, design, execution or management of such works as stipulated and relevant to the profession of an engineer. Candidates can apply for Professional Interview after having undergone 3 years of practical training.

OBJECTIVES OF ENGINEERING COMPETENCY DEVELOPMENT

1. To assist Graduate Engineers who are unable to obtain the supervision of a P. Eng in their own organization.
2. To assist Graduate Engineers obtain their practical experience under a formal training scheme supervised by a Corporate Member of the Institution before appearing for the Professional Interview.

MENTORSHIP PATHWAYS AND IEM ECD LOGBOOK

1. There are 2 types of Mentorships viz:
 - a. Mentorship with IEM ECD logbook submission
 - b. Mentorship without IEM ECD logbook submission
2. The IEM ECD logbook assists the graduate engineers (mentees) to record in chronological order his/her:
 - a. Records of Competencies Attained [Section I] in preparation of his/her PI Training and Experience (Portfolio of Evidence) Report
 - b. Practical Training Records [Section II] in preparation of his/her Technical Annex required for the submission of his/her Professional Interview documents.
3. For Mentorship with IEM ECD Logbook Submission, the minimum period of mentorship is one year provided the Mentee has 2 or more years of relevant working experience. Fresh graduates will be required to complete a minimum of three (3) years of such mentored training.
4. For Mentorship without IEM ECD Logbook Submission, fresh graduate engineers may choose between using the IEM ECD logbook or the IEM PI Form A401 to record their practical training, competence and experience. The Mentor will assist in advising and reviewing the Mentee's documentation and PI submission when ready.
5. The distinction between the two pathways for Graduate Engineers (Mentees) is:
 - Mentorship with IEM ECD logbook submission: Mentees have a direct access route (without PI Assessment) for the Professional Interview (PI).
 - Mentorship without IEM ECD logbook submission: Mentees are treated as normal PI applicants with PI Assessment before the Professional Interview (PI).

GUIDELINES FOR MENTEES

Mentorship with IEM ECD Logbook Submission

1. The Mentee shall perform his/her practical training under the ECD Program as per the IEM ECD 2.0 logbook format.
2. The Mentee may download the logbook format from the IEM website and maintain the logbook in order for the Mentor to provide his/her review and comments (P. Eng stamp and endorsement).
3. For fresh graduates, the logbook shall be recorded and updated every three (3) months until the completion of a minimum of thirty-six (36) months, or three (3) years of post-graduation experience, under the supervision of a Mentor endorsed by the IEM. The Mentee is expected to continually review the experiential exposures and training (staff development) with his/her Mentor at least once every three months (quarterly) for guidance and verification. At the end of each year (12 months), the logbook is to be submitted to IEM for endorsement.
4. For Mentees with relevant working experience, the minimum period of mentorship shall be:
 - One (1) year if the Mentee has two (2) or more years of relevant working experience.
 - Two (2) years if the Mentee has more than one (1) year but less than two (2) years of relevant working experience.During the mentorship period, the logbook shall be recorded and updated every three (3) months. The Mentee is expected to continually review the experiential exposures and training (staff development) with his/her Mentor at least once every three months (quarterly) for guidance and verification. At the end of the mentorship period (12 or 24 months, as applicable), the logbook is to be submitted to IEM for review by the ECD Sub-Committee.
5. On completion of the logbook, the Mentor shall advise and guide the Mentee on the requirements and the process needed for the Mentee to become a Corporate Member of IEM and a Professional Engineer with BEM.

Mentorship without Logbook Submission

1. The Mentee shall perform his/her practical training under the ECD Program using either:
 - the IEM ECD 2.0 logbook or
 - the IEM PI A401 formto record his/her practical training, competence and experience.
2. The Mentee may download the logbook format or the IEM PI A401 form from the IEM website and maintain the logbook/form for the Mentor to provide his/her review and comments.
3. No submission of the logbook/PI A401 form to IEM is required during the mentorship period.
4. The Mentor shall advise and guide the Mentee on the requirements and the process needed for the Mentee to become a Corporate Member of IEM and a Professional Engineer with BEM.

Graduate members who wish to register as IEM Mentees are required to return the IEM Mentee Registration Form to ecd@iem.org.my