



2023 Annual Report

Institution of Engineers Papua New Guinea Incorporated

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President's Overview



Mrs. Edea Bouraga, FIEPNG, Reg.Eng.

President

Mrs. Edea Bouraga is a Mechanical Engineer and has been running her own engineering design and consultancy business under their family company, Inside Out Limited since 2014. Prior to that she worked for the Department of Works for 12 years in the Design Services Division and the Plant and Transport Division. She holds a Master of Engineering Management degree from the University of Newcastle, NSW in Australia, a Diploma in Management from the Divine Word University, Madang and a Bachelor of Engineering Degree in Mechanical Engineering from the PNG University of Technology, Lae.

Edea is a registered Mechanical Engineer with the Professional Engineers Registration Board (PERB) of PNG, a financial member of the Institution of Engineers of PNG Inc. (IEPNG) and the PNG Australia Alumni Association (PNG AAA) and an elected member of the Board of PERB and Council of IEPNG. She is the current Chair of Women in Engineering PNG (WIE) and represents WIE on the POM Branch committee.

Mrs. Bouraga is also part of the Project Team of the Reformation Ministries and Churches Network (RCMN) Church Auditorium Building Project in Port Moresby. She is committed to seeing this multi-million Kina Auditorium project realized through faith in God and the assistance of the highly esteemed RMCN National project team with a resolute conviction that "With God ALL things are possible" She is passionate about Engineering and in particular the development of Ethical Professional Engineers in PNG. She firmly believes that PNG can, in the near future become the Worlds' Best Engineers producing country.

Chief Executive Officer's Overview



Mr Benedict T Mick
Chief Executive Officer

Dear Members of the Institution of Engineers Papua New Guinea Inc. (IEPNG), our Partners in the Government and the Private Sector, the Employers of our Members and Friends of IEPNG,

I wish to thank you all for your support and help in 2023 where we all have developed and maintained a very strong partnership with each other to foster and develop engineering professionals in our country.

Introduction

This report provides an overview of the operations of the Institution of Engineers Papua New Guinea (IEPNG) during the period from January to December 2023. The report is divided into three sections covering different aspects of IEPNG operations during this period. The first section covers the terms of reference (TOR) given to the CEO when I was appointed in September 2022. The second section discusses the status of the Competency Based Assessment (CBA) system. The third section provides an update on the achievements of the financial position of IEPNG. The fourth section

Section 1: Terms of Reference (TORs) for Chief Executive Officer (CEO)

The CEO of IEPNG was appointed on 28th September 2023 for a tenure of 12 months only to September 2023. The CEO was given eight (8) TORs to work on during the 12 months period. These TORs were as follows:

- i. Remove CBA Applications bottlenecks.
- ii. Increase the National Engineers registration to at least 50% on the professional Engineers Register.
- iv. Increase the financial revenue of IEPNG.
- v. Prudent Management of the IEPNG office administration through the establishment of a Staff Skills development program to upskill current staff.

- vi. Restoration of the Training Section of IEPNG to cater for the GPDP for Graduate Members and CPD for the professional members.
- vii. Development and Establishment of the IEPNG Strategic Plan (short & long term).
- viii. Continuation of the relationships with the international engineering community (APEC Engineers, FEIAP, IEA, SPEA and IPENZ).

The CEO has made progress on these TORs, particularly in the areas of the removal of CBA bottlenecks, increasing financial revenue, and developing and establishing the IEPNG strategic plan. However, progress has been slower in the areas of increasing national engineers' registration, the establishment of a staff skills development program, and the continuation of relationships with the international engineering community.

Section 2: Status of the Competency Based Assessment System

A total of ____ members have successfully completed their application assessments and got registered in 2023.

Table 1 – Membership by category

The table below shows that 132 Renewal and ____ New applications have been submitted as of 31st December, 2023.

Table-2- Applications Summary -Jan-Dec 2023

Status	New Application	Renewal Application	Total
2	67		
3	0		
4	13		
7	8		
8	2		
10	41		
11	1		
Total	132		

The Council of IEPNG has made constant changes to the way the CBA is managed and how the fees are charged and collected. This has contributed to the decline in revenue. However, the CEO has been working to remove the bottlenecks and make improvements to the CBA system to increase the number of successful applications. In December, 2022, a total of five new Technical Assessors were trained internally in PNG by Mr. Sen Hugo, the only internationally trained and certified Technical Assessor. The new Technical Assessors have commenced assessing the applications for Professional Registration with the Professional Engineers Registration Board. The training program was conducted on the 14-

In the 1st quarter of 2023, a workshop will be conducted to interact with the Industry and discuss how best IEPNG can work in partnership with them to enhance and improve the delivery of CBA.

Section 3: Financial Position for the period

IEPNG was facing some financial issues when I took over in on 28th September, 2022. The revenue generated is also very low. The organization is spending more than it is generating, leading to the depletion of funds in the Operations Account.

IEPNG needs to have at a minimum K85, 000.00 per month to be financially viable and be able to meet its financial obligations. The expenses that are necessary to sustain the operations and to meet critical commitments are Repayment of the IEPNG Loan to Kina Bank for the Investment property, which is K 56,397.04 per month and the balance is for the normal operations of the Institution.

Section 4. Strategic Plan – Achievements in 2023

Conclusion

The 2023 calendar year has been a tough year for the Institution. Going forward into 2024, the main challenge is to ensure that the Institution is financially capable to operate effectively.

I hereby appeal to all our Members, organisations, partners and stakeholders to support and work with the Institution and the Professional Engineers Registration Board to ensure that we all are registered to work in PNG.

I now look forward to 2024 as we consolidate the use of CBA for registration and membership of engineering professionals around PNG. I also look forward to the decision from Engineers Australia on the outcome of their accreditation visit and also the APEC Engineers Register on the outcome of the IEPNG's application for provisional Membership. It is now incumbent on us all to work together to ensure that we make IEPNG become a successful professional body that serves the interest of its Members.

Thank you and GOD Bless.

Council Members



Mr. Gibson Ali Holemba, FIEPNG, Reg.Eng.

Deputy President

Gibson is a graduate of Hokkaido University, Sapporo, Japan with a Master of Engineering Degree in Structural Engineering and PNG University of Technology with a Bachelor of Engineering Degree in Civil Engineering. He started as a Graduate Engineer with Department of Works & Highways in Lae and has made his way up the rank until his recent appointment as the Deputy Secretary/Executive Director in charge of Road Network Planning, Design, and

Standards in the organization. He registered as a Student Member in 2006 and has been a member to IEPNG for 16 years.

Gibson was nominated as one of the Internal Assessors in New Guinea Islands Region in 2016 when the Competency Based Assessment (CBA) system was introduced in IEPNG. He is currently the Chairman of the Structural Registration Committee and he strives to improving the structural engineering registration process and system and contribute to effective CBA system for the engineers in Papua New Guinea. He is a Member to the Japan Society of Civil Engineers (JSCE). Gibson serves at various Boards and Committees and he is currently the Deputy Chairman of the National Physical Planning Board, Member of the NCD Physical Planning Board, Vice Charman of Coronation Primary School in NCD, Executive Secretary to JICA-PNG Alumni Association, and Project Steering Committee Member to Department of Higher Education, Research, Science and Technology (DHERST).

He believes that Engineering is a noble profession and the Institution must provide an environment and pathway were engineers can become better in their profession. My aspiration for IEPNG as an Institution and Engineering Profession stems from my inspiration to see IEPNG grow to a fully-fledged institution that has its presence and influence both locally and regionally in the engineering industry in all sectors of development. My aim is to be the best Engineer that other engineers can emulate.



Mr. Joseph Ivan Hamylton, OBE, HonFIEPNG.

Past President, Ex-officio

**John Paivu Willam****Newly Elected Member**

I was educated in Rabaul and in 1971 entered the Institute of Technology in Lae to study Mechanical Engineering. The same year I gather likeminded Catholic Students and we formed the Catholic Students Association. The Association continued over the years until today its 51st year in existence.

The name changed to the University of Technology in later years. I graduated in 1976 with 6 others. I went direct to Morgan Equipment in Bougainville to work with them.

In 1977 joined Department of Works in Rabaul on their training program. The program included 6 months of training on Heavy Equipment in Japan. I was sent back to Bougainville on training later I was sent to be Provincial Plant Manager in Manus in 1993.

In 1995 I went to Lae as Hospital Engineer to maintain all equipment including the Boilers. I also started the first Biomedical workshop in the Country at Angau Hospital.

I left to join M&E Consulting Engineers in November 1988 till 1990.

I started my own business in 1991 as a contractor then later as a Building Service Engineer until today.

**Penias Paison****Newly Elected Member****MEMBERSHIP HISTORY**

Date joined IEPNG 2011 as Graduate Member, GIEPNG

2013 as Registered Engineer, MIEPNG

Membership number 2950

Registration number 1834

Membership currency CBA 2021 to 2024

Office occupied with IEPNG Elected Council/Board member of IEPNG, 2022-2024

QUALIFICATION

Graduate	Bachelors of Engineering in Civil Engineering, PNGUT, 1998, 2005
	Post Graduate Masters of Engineering Studies Major in Civil/Structural Engineering
	University of Technology, Sydney, Australia, 2013-2015

EMPLOYMENT

Current Employer	Department of Works and Highways
Employment status	Permanent Public Servant
Occupation	Civil/Structural Engineer

Current position First Assistant Secretary – Highway Systems Development and Management

SUMMARY

A motivated, adaptable and responsible Civil/Structural Engineer who has professional and technical skills developed through the past 23 years in the field of design, supervision, project management, construction and maintenance projects. I have a methodical, customer-focused approach to work and a strong drive to see things advance.

ASPIRATION I aspire to an engineering profession that will rapidly embrace the potentialities offered by creativity, invention and innovation. With technology becoming ever more pervasive in society, it is incumbent on the engineering profession to lead in shaping the ultimate use of technology and the government processes that control, regulate, or encourage its use. I envisage contributing immensely to the Institution for a possible reforms and restructure to demarcate different field of engineering in establishing its societies; such as PNG Society of Civil Engineers (PNGSCE), etc. Further, to be actively involved in a committee to develop Unit Rates for all Civil Engineering activities in roads and bridges plus other engineering disciplines.



Lazaro Hemetsberger

Continuing Elected Member

Home Province: Enga Province

IEPNG Member ID: 3205, IEPNG Registration number: 4030

Lazaro has been an active member of IEPNG for a number of years and knows that being part of IEPNG is important for the engineering profession. He has a deep urge to serve his country and his fellow engineer. He always wants to be part of the team that serves the country for the betterment of its citizens.

Lazaro is currently a project engineer with the Brownfield Project Organization in ExxonMobil PNG but has worked for private and a few years with government organizations in PNG.

He feels that IEPNG can be a powerful and influential organization in Papua New Guinea and has so much to offer its engineers as well as its citizen but IEPNG is lacking in its processes and its management. To serve the people of Papua New Guinea, the institution needs to be accredited and have proper processes to allow it to work well.

One of his mandates in IEPNG is to work with the team to review processes and set up the standards within the organization to allow it to serve its members and the citizen. He imagines IEPNG to one day be established as the technical body that sets engineering standards in the country and compete with the best in the world.



Mr Lawrence J Stocks

Newly Elected Member

**Aprilyn Panganiban****Newly Appointed Member**

I completed my Bachelor's Degree in Electrical Engineering at FEU- East Asia College (now called as FEU-IT) in 2011. During my stay in the University, I have been an active member of our student's association and eventually served as Vice President in External Affairs. I have also been one of the appointed students by the Department to represent our school in the National Student Council, Institute of Integrated Electrical Engineers of the Philippines, Inc- Council of Student Chapters (IIEE-CSC) and was elected as the Vice Chairman in Technical Affairs in 2009. After serving the council during our term, I have been an active alumna of the student council.

In 2012, I have been a Registered Master Electrician under the Professional Regulation Commission (PRC) and became an active member of Institute of Integrated Electrical Engineers of the Philippines, Inc. In 2015, I have been a Registered Electrical Engineer under the Professional Regulation Commission (PRC).

I started my career as an AutoCAD Operator in a Fit Out Construction Firm in 2013 and been transferred as a Project Engineer/ Design Engineer after 3 months.

In 2015, I got an offer to work as a Quantity Surveyor by an Electrical Company in PNG. During my tenure with the company, I was given the privilege to design an electrical reticulation and implement the job in Lae, Morobe Province.

In 2017, I had an opportunity to work with PME in their BPNG- Lae Project as a Document Controller.

In 2019, I have joined Niugini Electrical as an Electrical Engineer until now. One of my biggest projects with the company is the implementation of the Dry Fire Installation in Angau Memorial Hospital Redevelopment Project.

**Mr Lave Michael Maiko****Newly Appointed Member**

Organizational Structure

The Institution of Engineers Papua New Guinea (IEPNG) Inc. is a learned society registered under the Investment Promotion Authority (IPA) in 1997 and was established by the Professional Engineers under the Department of Works in March 1973.

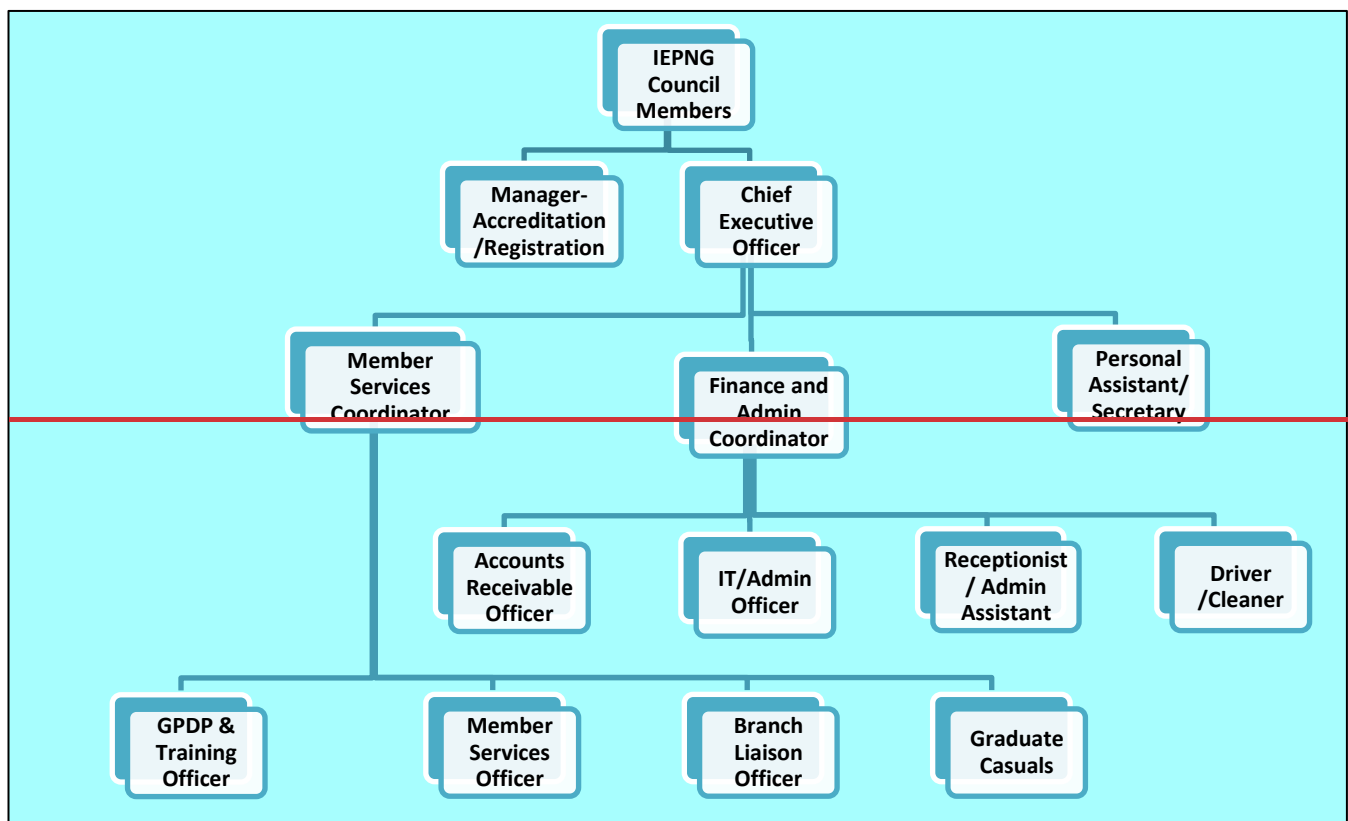
IEPNG is a professional network within the engineering professions and dedicated to the development of engineering professionals in engineering fraternity across the country. The Institution is committed to enhancing the quality of life of people of Papua New Guinea by responsible and creative application of engineering knowledge and skills

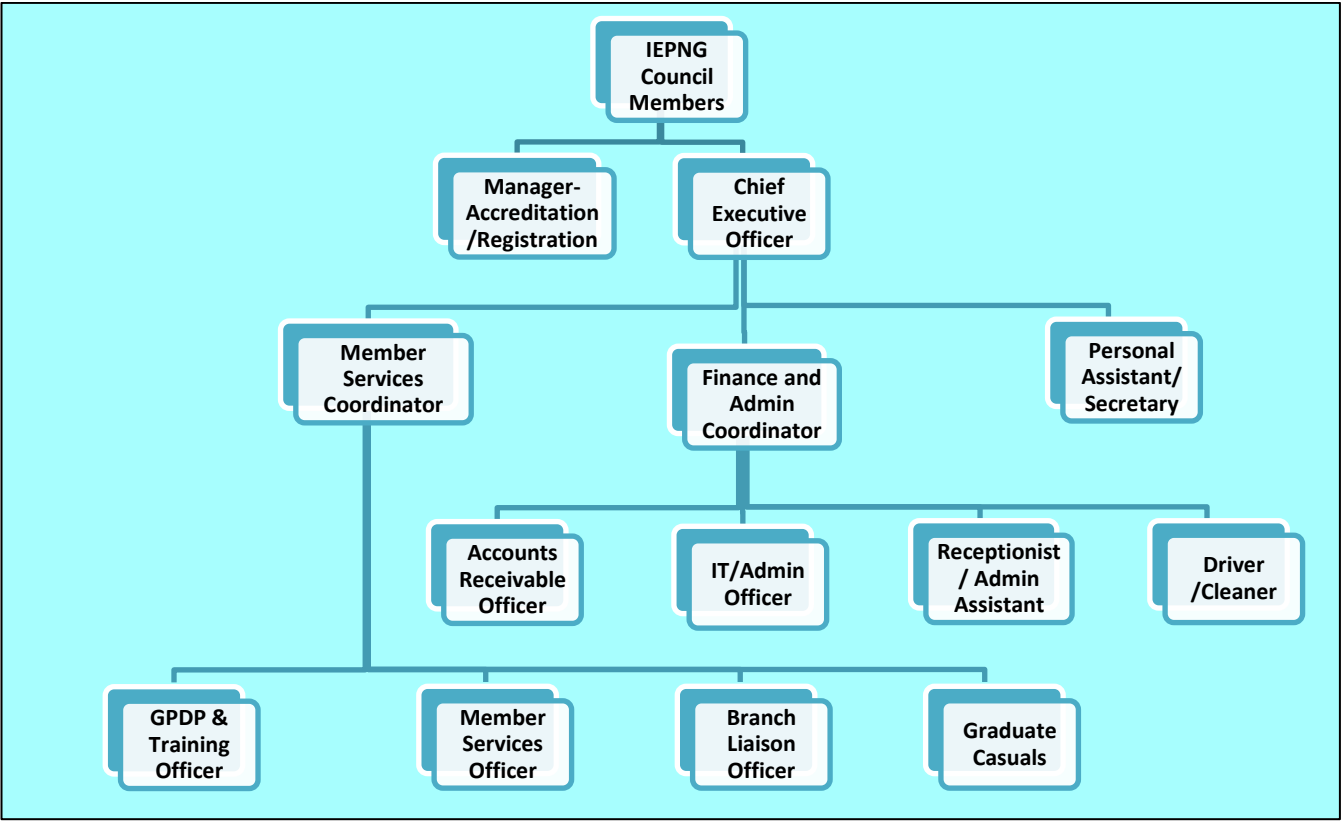
The Institution upholds its core values, vision, mission statements and provides leadership and engineering advice to the Government, NGOs, stakeholders and the public on the key issues meeting the professional needs of the Members.

The Institution has a membership of about three thousand (3000) and one thousand are Active members. From the one thousand active members, 70% are expatriates Engineering Professionals, and 30% are nationals. It has a Council of nine (9) Members, seven (7) Members are elected by the Membership and two (2) are appointed by the Council.

The Organizational Structure and the functions of each position are written under figure one.

Figure 1: The hierarchy of the Institution of Engineers Papua New Guinea Incorporated





Council Members

The Council Members govern the affairs of the Institution and has the power to appoint the CEO and the staff members. The Council has four (4) Executive Members and seven Committees and this is shown in the table below.

Table1: Council Executive Members

No.	Executives/Designation	Names
1	President	Mrs Edea T Bouraga
2	Deputy President	Mr Gibson A Holemba
3	Past President	Mr Joseph Hamylton OBE
4	Secretary/CEO	Mr Benedict T Mick
5		

Table 2: Committees

No.	Committees	Designated Chairman
1	Disciplinary	Mrs Edea T Bouraga
2	Finance & Audit Assessment	Mr Lazaro Hemetsberger
3	Membership and Registration	Mr Gibson A Holemba
4	CPD Trainings and GPDP	Mr Lazaro Hemetsberger
5	Projects	Mr Lazaro Hemetsberger
6	Structural Registration	Mr Lawrence J Stocks
7	APEC/FEIAP Monitoring	Mr Benedict Mick & Mrs Edea Bouraga

Duties of IEPNG Council as per the Constitution Section 11.3; inspirational

The Council shall at all times, in governing the affairs of the Institution, give priority to facilitating the advancement of the Mission of the Institution as stated in Section 3 and as prescribed in the Institutions Human Resource Manual as amended from time to time.

At the end of each financial year the Council shall prepare an Annual Statement of Accounts which after being certified by the Auditor shall be presented at the Annual General Meeting.

The Council shall prepare an Annual Report that shall be presented at the Annual General Meeting.

Chief Executive Officer

The Chief Executive Officer is the head in making decisions and managing the overall operations and resources of IEPNG and oversees all projects, finance management, membership services, office support and reports to the Council. He/she is also the Registrar to the Professional Engineers Registration Board (PERB).

The Chief Executive Officer oversees of the following sectional heads – Finance and Administration Coordinator, Member Services Coordinator and Personal Assistant/Secretary.

Office responsibilities/duties

- Undertake the responsibility as Secretary of the Various Boards
- Accountable to the various Boards
- Public Relations and Government liaison
- International Representations and liaison

Undertake the duties as Registrar of PERB and CEO of IEPNG.

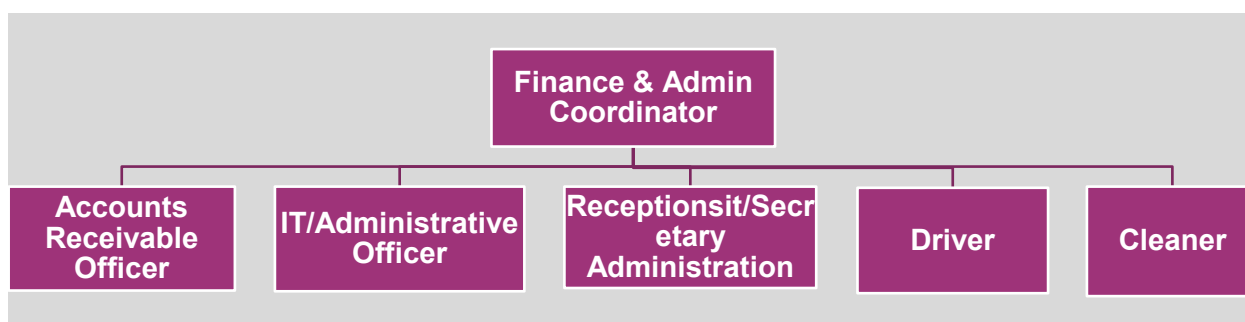
- Provide leadership and supervise reporting staff
- Inter-organizational relationships
- Responsible for news articles and oversee general publications

Finance and Administration Coordinator

Finance and Administration Coordinator oversees the functions of Finance and Administration work. He/she is responsible for the day-to-day financial management of IEPNG through maintaining, monitoring the financing and billing systems (accounts payable), and directly reports to the CEO.

The structure of Finance and Administration comprises of Accounts Receivable officer, IT/Administrative Officer, Administration Receptionist/Secretary and Driver/Cleaner and they report to the Finance and Administration Coordinator. The figure below shows the structure of the finance and admin section.

Figure 2: Finance and Administrative structure



The daily responsibility and job description of the finance and administration team is clearly stated below.

Finance and Administrative Coordinator

- Oversees the functions of Finance and the Administration of IEPNG
- Arrange payments to IENG creditors
- Prepare and runs payroll for the staff on a fortnightly basis

- Does the IEPNG monthly bank reconciliations
- Assist the CEO with yearly preparation of budgets
- Prepares financial reports for reporting the council and the AGM
- Keep a register of the IEPNG assets
- Accounts Receivable officer
- Issues invoices for members processing fees, membership & registration
- Does follow ups for outstanding invoices
- Emails statement of accounts and outstanding invoices pertaining to the SOA to members and their employers for payment

IT/Administrative Officer

- Ensures the IEPNG network & email systems are functioning to expectations
- Maintain and update the IEPNG website as when required
- Ensure the staff computers are functioning well to the latest standards/versions on the market
- Assist with the other office errands i.e. organizing of office workshops, meetings and functions

Receptionist/Secretary Administration

- Answer and screen all telephone calls
- Attend to client queries at the front desk and register incoming and outgoing letters
- Organize all IEPNG meeting and take minutes during staff meeting
- Maintain office files uphold security of all documents
- Receipting
- Record CBA application manually and electronically, assess application form and entered into the MIS
- Organize travel arrangements for council members and staff i.e. hotel & airline tickets
- Photocopying, binding etc. when required
- Other duties as directed by the CEO and senior staff

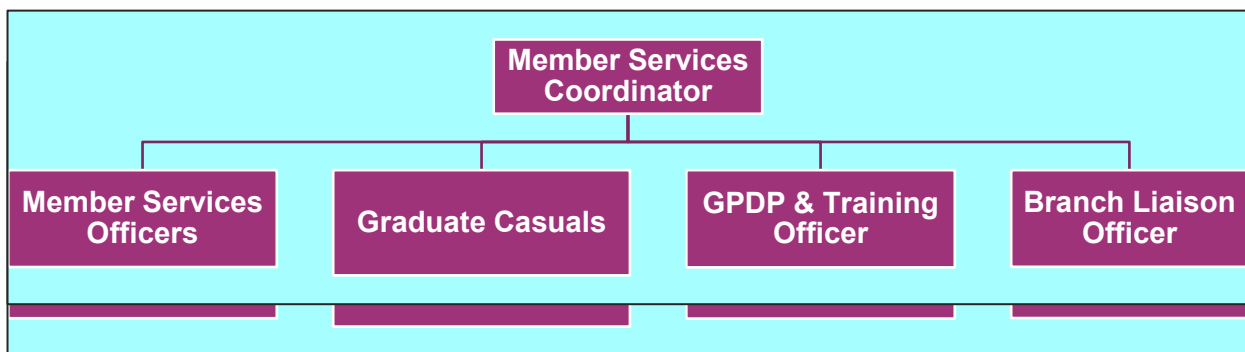
Driver/Cleaner

- Does office runs
- Staff drop-offs and Pick-ups when required
- Cleaning of the office
- Ensures staff amenities and toiletries are in stock

Member Services Coordinator

- Member Services Coordinator is basically responsible for the supervision and processing of Competency Based Assessment (CBA) Applications, Membership under the Institution of Engineers PNG Incorporated and Registration under the Professional Registration Board. He/She is also responsible for the supervision and management of the Graduate Professional Development Program (GPDP) and Continuous Professional Development Programs (CPDP) facilitated by the Institution.
- The core functions are; processing of membership and registration applications under the Competency Based Assessment (CBA) system and Registration of Professional Engineers in compliance with Professional Engineers Registration Act (Amended) 2007. He/She deals directly with engineers, Employers of engineers, Government organizations, recruiting agencies, Non-Government Organizations, other interested organizations, the public and reports to the CEO.

Figure 3: The structure below clearly depicts the hierarchies of Member Services Team



Office Responsibilities and job descriptions

Member Services Officer

Member Services Officer reports to the MSC and is responsible for the following;

- Processing of New & Renewal Applications
- Assist Member Services with processing of other applications
- Attend to clients' queries, receipting, recording of incoming applications and prepare clients work permit letters
- Follow ups on outstanding applications pending additional documentation
- Registering of Membership Committee recommendations and Board Approvals
- Issuance of Acceptance Letters with annual invoices from accounts
- Filing of membership applications after assessment and acceptance
- Attend to other duties or responsibilities assigned by the Member Services Coordinator, the Chief Executive Officer or other staff.

Graduate Casual

The Graduate Casuals positions were created due to the backlog of processing and registering of new and renewal applications under the CBA system. The responsibilities are as follows;

- Processing of New & Renewal Applications
- Attend to clients' queries, receipting, recording of incoming applications and prepare clients work permit letters
- Continuous follow ups on outstanding applications pending additional documentation
- Registering of Membership Committee recommendations and Board Approvals
- Issuance of Acceptance Letters with annual invoices from accounts
- Issuance of certificate IDs and A4 certificates
- Filing of membership applications after assessment and acceptance
- Attend to other duties or responsibilities assigned by the Member Services Coordinator, and the Chief Executive Officer

GPDP & Training Officer

Responsible for administration and management of all Graduate Professional Development Program (GPDP) and continued professional development programs initiatives of IEPNG.

Responsibilities/Duties

- Oversee and administer all Graduate Development Program
- Marketing/Advertise and arranging of Short Courses to all stakeholders
- Organize workshops, seminars and conferences for the engineers as part of their CPD (Continuous Professional Development)
- Other duties or responsibilities as directed by the Chief Executive Officer

Branch Liaison Officer

The Branch Liaison Officer provides support to all IEPNG Branches and Committees that are formed as part of the IEPNG, and work with the Executives of the Branches & Committees and most importantly provide support to the operations of IEPNG as and when required.

The Liaison Officer constantly liaises with the Branches Executives to ensure their objectives and plans are executed and achieved the desired results.

The Institution of Engineers PNG Inc. currently has eight Branches (including Student) around the country and Liaison Officer directly involve and provide assistance and coordinate the branch activities. The Liaison Officer keeps and maintains the Branches account and reports to the office of CEO.

The Branches are:

- Port Moresby Branch
- Sepik Branch
- Lae Branch

- Rabaul Branch
- Kavieng Branch
- Lihir Group
- Highlands Branch
- Student Chapters
 - PNG Unitech
 - National Lae Polytechnic Institute

Vision, Mission & Values

Our Vision

IEPNG will be a Leader in and a Voice for Engineering in PNG and the Pacific acting with integrity, trust and capability for a sustainable future for the communities it serves”

This recognizes the trust that communities, industry and government put into engineering and the expectation of engineering to improve quality of life as engineering works and touches all facets of our lives every day.

Our Mission

IEPNG will do this by promoting best engineering practice that will ensure sustainable development. It will assure the quality of engineering education, practice and professional standards by continuous process of accreditation of qualifications, monitoring of competency standards of the profession, working with industry, Government, educational institutions and peer engineering institutions.

Our Core Values

IEPNG has a number of core values that it expects itself, as an organisation, to live by, but it also expects its members to live by these same values. They are simple values, but if followed will provide trust in the Organisation and the Members and a belief that IEPNG and its Members are willing and capable of working for the betterment of PNG.

The values are:

- The organisation and its members are honest, trustworthy and undertake their works with integrity
- The Members are knowledgeable in their particular discipline of engineering and bring this into effect in their works, but also continuously develop their knowledge for the benefit of themselves and their communities.
- The members are professionally competent. They understand where engineering sits as a profession and how it relates to other professions with which it has to interact
- Engineering is inclusive of differences between people including, but not limited to, gender, race, religion and status within the community.

- Engineers are adaptable. The world and communities are constantly changing. Engineers must maintain an awareness of these changes and act to constantly improve the world and its communities.
- Engineers must be fair and reliable. Fairness is not always evident

Our Membership

We have several Member groups, in recognition of the diversity of engineering practice:

Those who hold a tertiary qualification in engineering, use a systematic process of analysis, design/synthesis and implementation, strive to operate responsibly in accordance with a code of ethics set by their peers, and engage in continuing professional development. These members are classed as either Fellow Members (FIEPNG) or Registered Members (MIEPNG), depending on the professional level at which they use their skills and competence.

Those with other College or even some tertiary qualifications, and practical experience that equips them to practice engineering as a systematic process – classed as Technician Members (TechIEPNG)

Those with suitable academic qualifications who aspire to attain the above classes by developing engineering practice competence during monitored employment – classed as Graduate Members (GIEPNG)

Those who express an interest in interacting with engineers although they do not have formal training in engineering themselves – classed as Companions

Those studying for engineering qualifications – classed as Student Members (StudIEPNG)

Those whose significant contributions have been recognized Fellow (FIEPNG) or Honorary Fellow (HonFIEPNG)

Those who are not engineers but who contribute to IEPNG in other professional capacities – classed as Companion (ComplIEPNG)

Strategic Plan

The Institution of Engineers PNG is the lead Professional Engineering body in PNG. It is recognised within PNG and around the region as a body which seeks to maintain the professional, quality and ethical standards beholden of a Professional Association.

This Strategic Plan is more than a statement. It is designed as an active Plan to move the Institution of Engineers PNG forward in ensuring equality of the organisation with peer engineering associations in the region, providing opportunity for members to be recognised for their capability and to develop National Engineers to be the Leaders and predominant engineers in PNG.

“IEPNG will be a Leader in and a Voice for Engineering in PNG and the Pacific acting with integrity, trust and capability for a sustainable future for the communities it serves”

This recognises the trust that communities, industry and government put into engineering and the expectation of engineering to improve quality of life as engineering works and touches all facets of our lives every day.

Mission

To achieve its vision IEPNG will undertake its activities as described by the following Mission Statement:

"IEPNG will do this by promoting best engineering practice that will ensure sustainable development. It will assure the quality of engineering education, practice and professional standards by continuous process of accreditation of qualifications, monitoring of competency standards of the profession, working with industry, Government, educational institutions and peer engineering institutions."

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- Engineers must be fair and reliable. Fairness is not always evident

Key Strategic Areas

The main strategies that will be followed in the plan

- 1 Increase membership ratio to 80:20
- 2 Development of robust CBA system
- 3 Continuous Professional Development (CPD)
- 4 Five (5) years strategic plan
- 5 Promote engineering innovation and technology
- 6 Promote engineering leadership and management
- 7 Coordinated graduate development program through IEPNG
- 8 Establishment of the Structural Engineers Assessment and Registration
- 9 Connect PNG development program
- 10 Accreditation of PNG Engineering educational programs
- 11 Development of women in engineering
- 12 Building of the Engineering House
- 13 IEPNG Institutional Reforms
- 14 Financially independent
- 15 International accreditation and mobility
- 16 Develop engineering skilled depth
- 17 Promoting engineering in schools
- 18 Development of public and private partnership agreements
- 19 Utilization of membership
- 20 Benefits of membership

- 21 Remuneration of engineers
- 22 Recognition and awards
- 23 Marketing and branding

The individual work plans for each of the key strategies is still being developed.

Audited Financial Report

Report of the Board Members

The Board Members are pleased to present their report on the financial statements of the Institute for the year ended 31 December 2023

Nature of Entity and Activities

The Institution of Engineers Papua New Guinea Inc. is a non-profit and non-government organisation and is incorporated and registered under the Associations Incorporation Act of Papua New Guinea.

The primary purpose of the Institution is to promote the interests of the engineering profession and its members in Papua New Guinea.

Institution Information

Registered Office: Portion 637
PO Box 881, Vision City
Waigani, NCD

The Board Members for the 2023 year were:

- Mrs Edea Bouraga (President)
- Mr Gibson Holemba (Deputy President)
- Mr Joseph Hamylton, **OBE** (Former President)
- Mr John Paivu Willam
- Mr. Penias Paison
- Mr. Lazaro Hemetsberger
- Mr. Lawrence Stocks
- Ms. Aprilyn Panganiban
- Mr Lave Michael Maiko

Secretary and Chief Executive Officer:

- Mr Benedict Mick (Secretary/Chief Executive Officer)
- Mrs Toksy Tanabi (Support Staff/Minute Secretary)

The Auditor for the 2023 year was:

Niugini Business Consultants
Registered Public Accountants & Auditors
PO Box 391

PORT MORESBY, National Capital District
Papua New Guinea

Banker

Bank South Pacific Limited
PO Box 211, WAIGANI, National Capital District

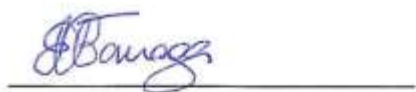
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Board Members' Statement For the Year Ended 31 December 2023

The Board members state that the accompanying statement of net assets and statement of income and expenditure and cash flows are drawn up so as to exhibit a true and fair view of the state of affairs of the Institution at 31 December 2023 and the results of the operations of the Institution for the year ended on that date.

No circumstances have arisen which render adherence to the existing method of valuation of assets or liabilities of the Institution misleading or inappropriate.

For and on behalf of the Board.

A handwritten signature in blue ink, appearing to read 'J. Bawaga', is written over a horizontal line.

BOARD MEMBER

Dated at

Port Moresby this

A handwritten signature in blue ink, appearing to read 'J. Bawaga', is written over a horizontal line.

BOARD MEMBER

day of 16, March 2023

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Auditor's Report

NIUGINI BUSINESS CONSULTANTS

(Registered Public Accountants & Auditors)

PO Box 391

PORT MORESBY

National Capital District

Mobile: 7686 1691 / 721 65924

E-Mail: niuginibusiness@daltron.com.pg / niugini_business@yahoo.com

PO Box 1347

MOUNT HAGEN

Western Highlands Province

INSTITUTION OF ENGINEERS PAPUA NEW GUINEA INC

COMPIRATION REPORT

Scope

On the basis of information provided by the Institution we have compiled the Financial Statements of the Institution for the year end 31 December 2023 as set out in the attached Income Statement, Balance Sheet and the related notes set out on the following pages.

The Institution is solely responsible for the information contained in the financial statements and have determined that the accounting policies used are consistent with the financial reporting requirements of the Papua New Guinea Companies Act, and are appropriate to meet the needs of the Company.

Our procedures use accounting expertise to collect, classify and summarize the financial information, which the Institution provided into a financial report. Our procedures do not include verification, or valuation procedures. No audit or review has been performed and accordingly no assurance is expressed.

To the extent permitted by law, we do not accept liability for any loss or damage which any person, other than the Proprietor, may suffer arising from any negligence on our part.

The Financial Statements have been prepared for the benefit of the Institution and the purpose identified above. We do not accept responsibility to any other person for the contents of the financial statements.

Yours faithfully
NIUGINI BUSINESS CONSULTANTS



BY: JOHANIS KAH WANDAKI – CPA -PNG

**REGISTERED UNDER THE ACCOUNTANTS
 REGISTRATION AND PRACTICE ACT (CHAPTER 89)**

Signed at WAIGANI, National Capital District

This 16th day of March 2023

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REVENUE STATEMENT

For The Year Ended 31 December 2023

	Notes	2023 K	2022 K
Operating Revenue	2	1,002,962	949,597
Operating Expenses	2	998,430	836,994
NET SURPLUS / (DEFICIT) FOR THE YEAR		4,532	112,603

STATEMENT OF CHANGES IN EQUITY

For The Year Ended 31 December 2023

	NOTES	2023 K	2022 K
Equity as at start of year		7,550,371	7,618,934



Prior year adjustment	-92,558	-181,166
Net Surplus / (Deficit)	4,532	112,603

MEMBERS EQUITY AS AT END OF YEAR	7462,345	7,550,371
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The accompanying notes form an integral part of these accounts.

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BALANCE SHEET AS AT 31 DECEMBER 2023

	<u>NOTES</u>	2023	2022
		K	K
CURRENT ASSETS			
Cash at bank and on hand		327,809	706,311
Term Deposits		9,850	9,850
Prepayments (GST, Airfares)		0	65,019
Receivables	3	<u>302,945</u>	<u>120,750</u>
		<u>640,604</u>	<u>901,930</u>
NON-CURRENT ASSETS			
Property, Plant and Equipment	6	8,055,083	8,119,915
Work-In-Progress – Land Acquisition		<u>445,625</u>	<u>445,625</u>
		<u>8,500,708</u>	<u>8,565,540</u>
TOTAL ASSETS		<u>9,141,312</u>	<u>9,467,470</u>
CURRENT LIABILITIES			
Trade Creditors and Accruals	4	358,055	247,126
Advance Membership Fees	5	206,828	141,523
Secured Bank Loan	7	<u>686,328</u>	<u>724,778</u>

		<u>1,251,211</u>	<u>1,113,427</u>
NON-CURRENT LIABILITIES			
Long Service Leave		40,293	40,293
Main Account Loan		138,014	0
Secured Bank Loan	7	<u>249,449</u>	<u>763,379</u>
		427,756	803,672
TOTAL LIABILITIES		<u>1,678,967</u>	<u>1,917,099</u>
NET ASSETS		<u>7,462,345</u>	<u>7,550,371</u>
TOTAL MEMBERS EQUITY		<u>7,550,371</u>	<u>7,618,933</u>

To be read in conjunction with the notes on Pages 7 to 11

For and on behalf of the Board.



BOARD MEMBER



BOARD MEMBER

Dated at Port Moresby this

day of 16th March 2023

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STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 DECEMBER 2023

	NOTES	2023	2022
		<u>K</u>	<u>K</u>
CASH FLOW FROM OPERATING ACTIVITIES			
Cash received from member		885,786	1,007,393
Cash Paid creditors, suppliers and employees		(1,256,633)	(1,378,171)
Interest received		<u>-</u>	<u>-</u>
Net cash flow from operating activities		<u>(370,847)</u>	<u>(370,778)</u>
CASH FLOW FROM INVESTING ACTIVITIES			
Purchase of property, plant and equipment		(7,655)	(4,080)
Proceeds from sale of fixed assets		<u>-</u>	<u>-</u>
Net cash inflow/(outflow) from investing activities		<u>(7,655)</u>	<u>(4,080)</u>

CASH FLOW FROM FINANCING ACTIVITIES

Proceeds from Bank Loan	-	-
Other	<u>-</u>	<u>-</u>
Net Cash Inflow/(Outflow) From Financing Activities	<u>-</u>	<u>-</u>
Net Increase / (decrease) in cash held	(378,502)	(374,857)
Cash at beginning of financial year	<u>716,161</u>	<u>1,091,018</u>
Cash at end of financial year	<u>337,659</u>	<u>716,161</u>

Represented by:

Cash at bank and on hand	327,809	706,311
Term Deposits	<u>9,850</u>	<u>9,850</u>
	<u>337,659</u>	<u>716,161</u>

For the purpose of the statement of cash flows, cash includes cash on hand and cash on short term deposits net of bank overdraft.

To be read in conjunction with the notes on Pages 7 to 11

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

1. STATEMENT OF ACCOUNTING POLICIES

A. Revenue

Revenue is accounted for on the accrual basis of accounting, except for membership fees which are recognized on a cash basis.

B. Properties, Plant and Equipment

Property, plant and equipment are stated at cost less accumulated depreciation, except for leasehold land which is valued at cost.

Depreciation is calculated from the date an asset becomes operational on a straight line basis to write off the cost of the assets over their estimated economic lives.

The estimated useful economic lives are as follows:

Buildings	3.0 - 4.50%
Office Equipment	11.5%
Computer Equipment	22.5%
Furniture and Fittings	11.5%
Motor Vehicles	20.0%

C. Impairment of Assets

Where the recoverable amount of an asset falls below its carrying amount, the asset is written down to its recoverable amount. There has been no impairment in the 2022 financial year.

D. Income Tax

The Income of the Institution is exempt from income tax by virtue of *Section 27(C)* of the *Papua New Guinea Income Tax Act 1959*, as amended.

E. Comparative Figures

Where necessary, comparative figures have been adjusted to conform with changes in presentation in the current year.

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NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

2. OPERATING PROFIT

	2023	2022
	K	K
The operating profit has been determined after charging/ (crediting) the following items:-		
Crediting as Income -		
Membership Fees	575,049	355,901
Rental Income	156,533	436,822
Other Income	<u>271,380</u>	<u>156,874</u>
	<u>1,002,962</u>	<u>949,597</u>
Charging as Operating Expenses -		
Audit Fees	9,680	9,680
Depreciation	72,488	75,908
Branch / Chapter Allocation	<u>0</u>	<u>0</u>
Total Operating Costs	<u>82,168</u>	<u>85,588</u>

3. RECEIVABLES

	2023	2022
	K	K
Trade debtors	222,945	120,750
Less: Provision for doubtful debts	<u>-</u>	<u>0</u>
	222,945	120,750
Other Debtors		
Rental Bond	0	0
Main Account Advances	80,000	
Creditors Advanced	0	0
Advance Payment - Airfares	<u>0</u>	<u>0</u>
	80,000	0
TOTAL RECEIVABLES	<u>302,945</u>	<u>120,750</u>

4. TRADE CREDITORS & OTHER ACCRUALS

	2023	2022
	K	K
Trade Creditors	74,363	57,292
Advance Payments - Airfares	-66	0
GST Payable	5,075	0
Audit Fees	8,800	8,800
Security Bond Fees	115,750	105,750
Payroll Liabilities	<u>154,133</u>	<u>75,284</u>
	<u>358,055</u>	<u>247,126</u>

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STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 DECEMBER 2023

5. ADVANCE MEMBERSHIP FEES

	2023	2022
	K	K
	-	-
Membership & Registration Fees (Overpayments)		
Advance Membership Fees Received	<u>206,828</u>	<u>141,523</u>
TOTAL ADVANCE MEMBERSHIP FEES	<u>206,828</u>	<u>141,23</u>

6. FIXED ASSETS

Land & Buildings	Furn & Fittings	Office Equipment, at cost	Motor Vehicles – at cost	Computers & Software at cost	TOTAL
---------------------	--------------------	---------------------------------	--------------------------------	------------------------------------	-------

	K	K	K	K	K	K
<u>Cost</u>						
At 1 January 2023	8,465,233	41,766	124,722	159,300	55,,350	8,846,371
Additions	0	0	0	0	7,655	7,655
Disposals	— -	— -	— -	— -	— -	— -
At 31 December 2023	<u>8,465,233</u>	<u>41,766</u>	<u>124,722</u>	<u>159,300</u>	<u>63,005</u>	<u>8,846,371</u>
<u>Depreciation</u>						
At 1 January 2023	441,188	34,062	65,286	155,293	30,629	726,459
Charge for the year	60,721	886	6,835	1,202	2,843	72,487
Disposals	— -	— -	— -	— -	— -	— -
At 31 December 2023	<u>501,909</u>	<u>34,949</u>	<u>72,121</u>	<u>156,495</u>	<u>33,472</u>	<u>798,945</u>
NET BOOK VALUE – 2023	<u>7,963,323</u>	<u>6,818</u>	<u>52,603</u>	<u>2,805</u>	<u>29,534</u>	<u>8,055,083</u>
NET BOOK VALUE – 2022	<u>8,024,045</u>	<u>7,703</u>	<u>59,439</u>	<u>4,007</u>	<u>24,722</u>	<u>8,119,916</u>

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NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

7. SECURED BANK LOAN

This includes loans obtained from Commercial banks and is secured by all assets and undertakings of the Institution.

	2023	2022
	K	K
Secured Bank Loan – Current	686,328	724,778
- Non – Current	<u>249,449</u>	<u>763,379</u>
TOTAL SECURED BANK LOAN	<u>935,777</u>	<u>1,488,157</u>

8. CONTINGENT LIABILITY

There were no contingent liabilities at balance date and none have arisen since balance date

9. CAPITAL COMMITMENTS

There were no capital commitments at 31 December 2023.

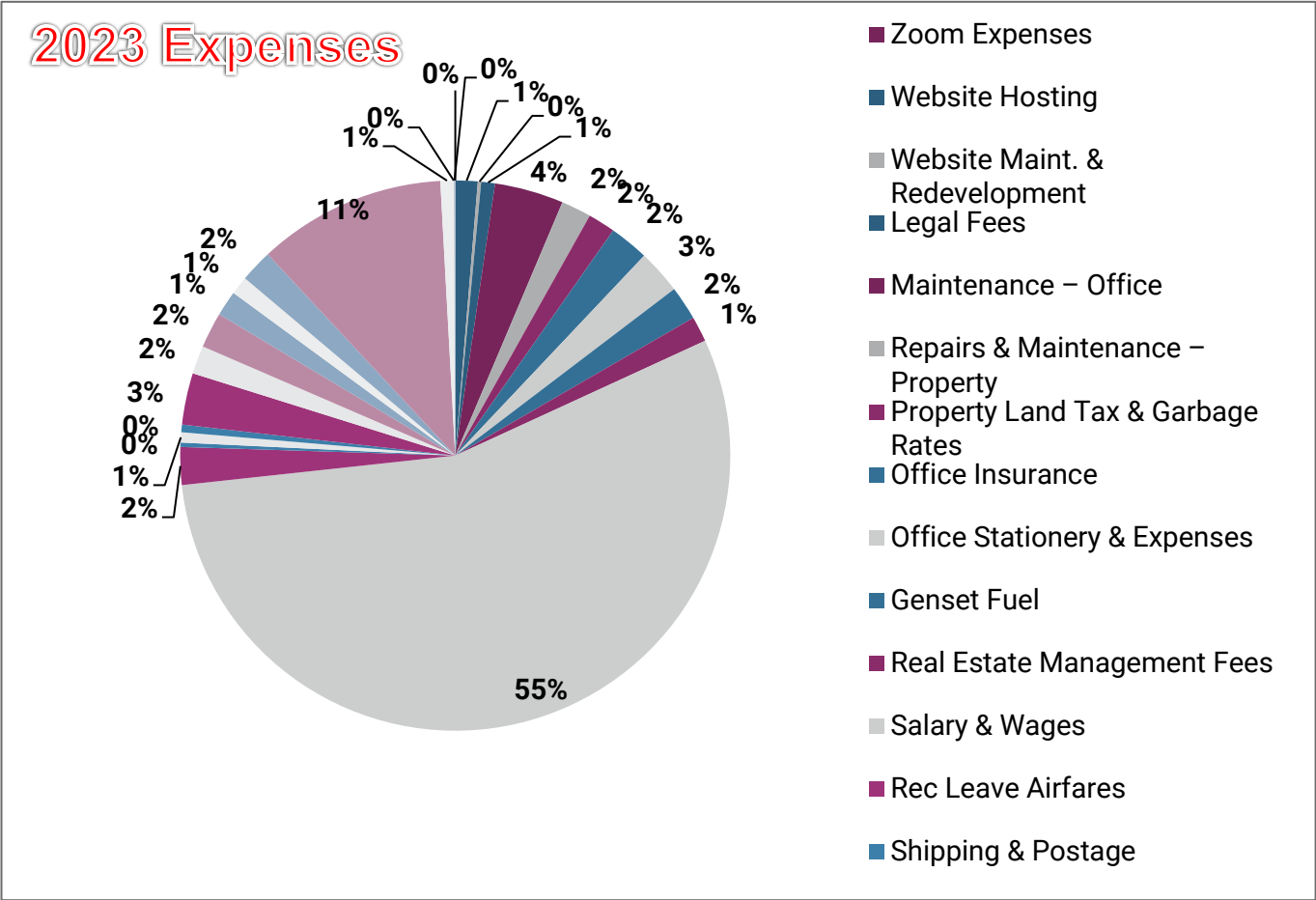
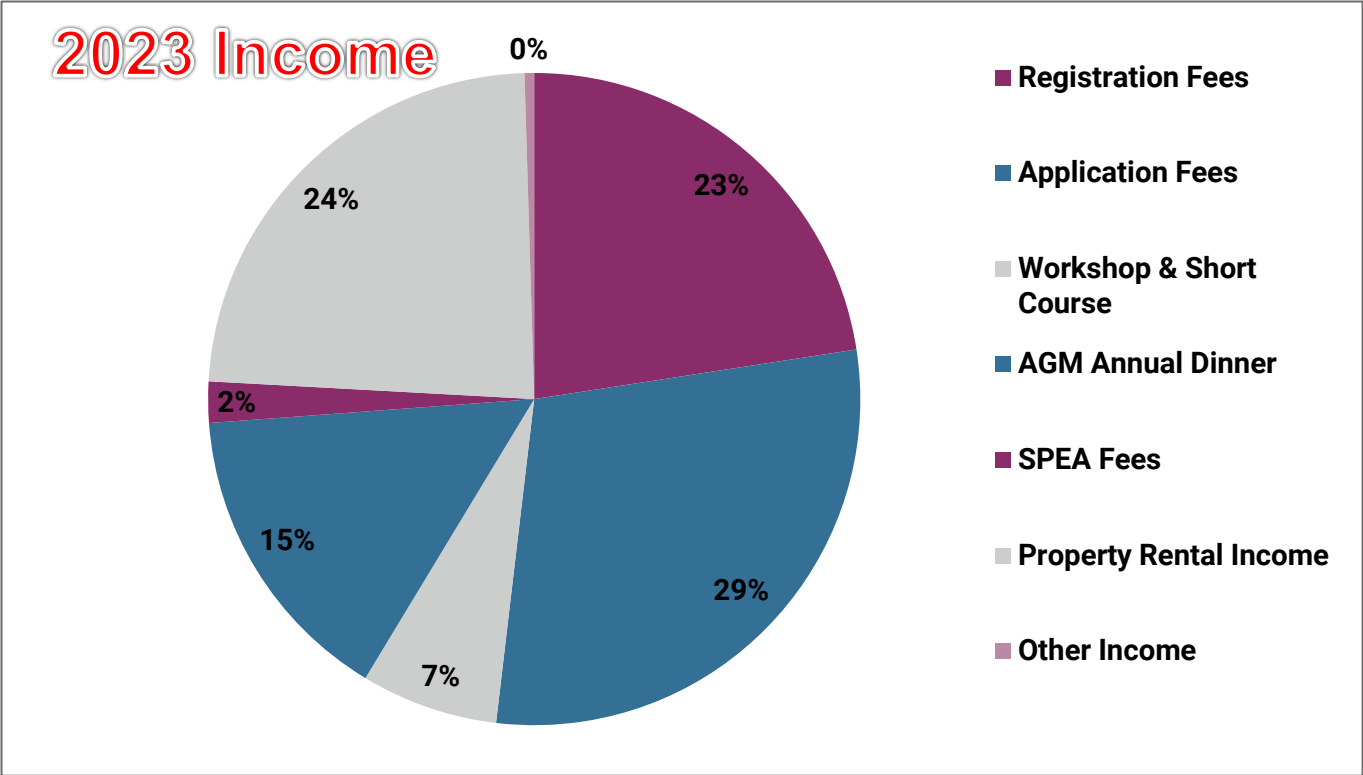
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DETAILED INCOME AND EXPENDITURE STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2023

	2023	2022
	K	K
INCOME		
Registration/Application Fees	250,217	355,901
Application Fees	324,832	0
Workshop & Short Course	75,324	60,862
AGM Annual Dinner	168,182	75,155
SPEA Fees	22,602	20,822
Property Rental Income	156,533	436,822
Other Income	<u>5,272</u>	<u>0</u>
TOTAL REVENUE	1,002,962	949,597
EXPENDITURE		
Advertising	19,834	25,296
Audit Fees	9,000	10,090
Bad Debts	200	0
Stop Bank Charges	534	417
Board Expenses	7,521	20,628
Branch / Chapter Allocation	0	0
Donations & Sponsorships	4,545	10,000
Computer Expenses	1,381	774
AGM & Annual Dinner Expenses	80,956	59,149
Dues/Professional Fees	3,665	0
World Engineering Day Expenses	0	0
Depreciation	72,488	75,908
Electricity	56,021	25,905
Recreation Leave Airfare	13,646	2,626
Employee Long Service Leave	-	0
Budget Review & Office Meetings	1,360	1,698
Bank Interest	124,538	156,781
Internet	0	15,644

DETAILED INCOME AND EXPENDITURE STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2023

Zoom Expenses	53	926
Website Hosting	8,036	11,280
Website Maint. & Redevelopment	1,200	4,500
Legal Fees	5,000	0
Branch Expenses	0	973
Maintenance – Office	25,005	29,825
Repairs & Maintenance – Property	10,856	6,031
Property Land Tax & Garbage Rates	9,895	12,268
Naming Rights	0	4,200
Office Insurance	14,250	14,360
Office Stationery & Expenses	16,036	7,527
Printing & Publications	0	16,118
Real Estate Management Fee	9,208	8,000
Office Genset Fuel	12,306	0
Salary & Wages	339,888	218,485
Shipping & Postage	1,566	2,187
Staff Amenities	3,707	4,570
Stipend Expenses	2,750	6,384
Superfund Contribution	18,672	11,377
Telephone / Faxes	10,245	9,581
Travel Expenses	12,870	20,628
Vehicle Expenses	9,172	15,863
Overseas Affiliation (IEA)	6,635	0.00
Water Rates	11,825	8,118
Workshop & Short Course Expenses	68,230	29,862
MMS Development Expenses	4,800	4,818
Others – Refund Course Fees/Mship/Reg.Fees	0	2,488
Other Expenses	<u>536</u>	<u>0</u>
TOTAL EXPENSES	<u>998,430</u>	<u>836,994</u>
SURPLUS / (DEFICIT)	<u>4,532</u>	<u>112,603</u>



Member Services

1.0 What is Member Services

Member Services is one of the major sections of the Institution Of Engineers Papua New Guinea Incorporated (IEPNG Inc.) that directly deals with engineers, Employers of engineers, Government organizations, recruiting agencies, Non-Government Organizations and other interested organizations and the public.

The core function of the member services is the processing of Membership and Registration applications under the Competency Based Assessment (CBA) system and Registration of Professional Engineers in compliance with Professional Engineers Registration Act (Amended) 2007, coordinate Trainings for Graduate Professional Development Program (GPDP) & Continuous Professional Development (CPD) courses and disseminate updated information through Branch Liaison. Member Services work in collaboration with the Accounts Team for all the application processing fees, Membership and Registration fees, GPDP and CPD fees and responsible for issuance of Work Permit Support Letters to the Department of Labour and Industrial Relations – Foreign Employment Division for expatriate Engineering Professionals working in any engineering related work to PNG

Member Services is also in charge of establishing dialogue and partnership with the industries, potential stakeholders, and sister institutions and to provide updated information to these stakeholders and partners regarding changes and amendments of its core functions.

It has been a very challenging time for Member Services in 2020 due to COVID-19 pandemic and that has tremendously hindered its membership and registration process. The membership and registration of Engineers was not up to par due to their employment status were either asked to take leave or being terminated as their companies could not contain the pandemic situation. Also the closing down of Porgera Gold Mine has caused the Porgera Joint Venture (PJV) Engineers (both expatriates and nationals) to put on-hold their CBA applications. The Member Services was not able to conduct CBA workshops for its engineering organizations and interested stakeholders around the country.

The structure below depicts the hierarchy of Member Services Section.

Figure 1: Hierarchy of Member Services Section



Membership and Registration

For an Engineer to become a Financial Member with the Institution of Engineers PNG Inc. is a lifetime brand and the renewal of membership is every three (3) years interval. IEPNG has the membership categories for the engineers who are currently in PNG to join based on their level of qualification and competencies. Once the required competencies have been demonstrated, no further re-assessments are required to retain the membership category class unless the person is transferring to another membership category such as from Graduate Member to Member.

To be on the 'Professional Engineers Register' of the Professional Engineers Registration Board of Papua New Guinea (PERB) an Engineer must be a Member, Fellow or Honorary Fellow under the categories of IEPNG membership. In future, when the Registration Act is amended, two additional Registers of Engineering Technologist and Engineering Technician will be created. The membership categories accepted for these registers will be Technician Members with one (1) to three (3) years of qualification. They will also be required to undertake the Competency Based Assessment every three (3) years. The duration of registration under the CBA system is three (3) years and the membership is renewable.

The current categories of Membership that are not registered under the Professional Engineers Registration Board are: Student, Graduate Member, Technician and Companion.

2.1 Competency Based Assessment (CBA) System

By definition, CBA is a measurement based on Criterion Referenced Assessment (CRA) to establish competency in the practice area of an engineer. CRA basically means the person/engineer is assessed against an industry standard, or a set of criteria to establish competency. The registration and membership process and the assessment criteria IEPNG uses to assess Engineering Professionals who apply for corporate membership (Member, Fellow and Honorary Fellow category) to IEPNG and registration with the Professional Engineers Registration Board (PERB) are twelve (12) Professional Engineering Standards/Elements which are similar to APEC Register, Engineers Australia and Engineers New Zealand.

The membership categories applied for under CBA are:

- Student Member – Currently Studying
- Technician Member – Applicants with suitable technician's qualification at Diploma or Certificate level or Degree related to engineering but which is not recognized for grade of Graduate Member
- Companion Member – Applicants with a tertiary qualification in a profession related to engineering and has attained a position of responsibility in a calling other than engineering
- Graduate Member – Applicants graduated within the last four years with engineering qualification
- Member – Applicants with four years degree or qualification in engineering recognized under the Washington Accord and have ten (10) years or more work experience in his/her practice area except for Graduate Members under the GPDP applying for transfer of Membership
- Fellows – Applicants with degree in engineering and had been a member of the Institution for at least three (3) years, high standing in the profession and engaged in an important position of responsibility in the profession of engineering, which may include management associated with engineering and he shall have given meritorious service to the profession, or have contributed significantly to the Mission of the Institution

- Honorary Fellow – An Honorary Fellow shall be a person who is distinguished by work in engineering, science or otherwise whom the Institution desires to honor
- Structural Engineer – As required under section three (3) of the Structural Registration Requirement

IEPNG through its CBA application process plays a very vital role in recognizing the competency of engineers within PNG and also recognized by the APEC Register.

The CBA application forms that engineers filled when applying for Membership and Registration with IEPNG are; CA01, CA03, CA04, CA05 and CA06. Other mandatory documents includes certified Qualification & Transcripts, updated Curriculum Vitae, Continuous Professional Development (CPD) certificates (if any) and Work Samples are part of application document.

Application forms can be downloaded from the IEPNG website: www.iepng.org or email: memberservices@iepng.org or filled online using the Member's Portal.

The process of CBA involves applicants and their employers/clients, referees, Staff Assessors, Technical Assessors and the Council. The initial assessment (pre-assessment) of the application forms are done by the staff assessors and submitted to the technical assessors for technical assessment. Staff Assessors (SA) comprise of Member Services Officers and Technical Assessors (TA) are selected Senior Engineers who are appointed by the Council. Upon the recommendation of Technical Assessors, the application documents are sent to the Council for approval and acceptance. Finally, the applicant is accepted as a Financial Member to IEPNG and Registered under PERB

The flow charts illustrate the CBA application process for Professional Engineers and Non-Engineers are shown at the end of this report. *The flow charts are shown on the Appendix A-B.*

2.1.1 Work permit Support Letter

It is mandatory by law under Professional Engineers Registration Act (Amended) 2007 that an expatriate Engineering Professional coming into the country to work or doing any engineering related work to PNG and abroad must register with IEPNG and PERB. Thus, a Work Permit Support Letter is issued to the applicant/client after his/her CBA application is pre-assessed and approved by the Staff Assessors.

2.1.2 Membership Acceptance

Membership Acceptance Letters & issuance of IDs/Certificates are issued to applicants who have been accepted by the Council of IEPNG upon completion of CBA application process under one of the eight (8) Membership categories (Student, Graduate Member, Technician, Companion, Member, Fellow, Honorary Fellow and Structural Registration).

2.2 CBA Application

After implementation of the CBA system in 2018, the Office received 1587 applications from 2018 to 5th March 2021 for both new and renewal of Membership & Registration. Most of the applications received were incorrectly filled or incomplete when submitted for assessment. This was mainly because the CBA system was newly introduced and implemented, thus the assessment system of assessing the applications using the twelve (12) standards/elements was not clearly understood. However, continuous awareness has been carried out to the industries and individual members upon request by conducting workshops on site or face to face interviews in the office. In this way, the applicants and the industries were able to understand the CBA

system and slowly progressing to correctly filling the application forms. Going forward, we are hoping that the CBA application process will be efficiently and effectively carried out.

2.2.1 CBA Data

Table 1: Application processed from 2018 – 5th March 2021

Status	Applications	Status Description
2		Applications pending additional requirement
3		Applications ready for Technical Assessment
4		Applications Under Assessment
7		Applications ready for Council Approval
8		Applications approved, pending payment
10		Applications finalized for Membership
11		Applications cancelled
Total		New and Renewal

Figure 2: Pie chart illustrating the overall view of applications processed from 2018 – 31st December, 2023

2.3 Membership Data

The current Financial Members of the Institution is made up of __% expatriates and __% nationals. Therefore, we would encourage PNG Engineers to comply with the laws of this country and be part of the nation building in the Engineering Fraternity.

The name lists of Financial Members, Registered Engineers and Structural Engineers are attached in the appendices C- E

Table 2: Current membership up to 31st December 2023

Table 3: Grace period up to 31st December, 2023

Table 4: Lapsed membership up to 31st December, 2023

Table 5: Removed Membership up to 31st December,

3.0 Training & GPDP

3.1 Graduate Professional Development Program (GPDP)

GPDP is a training and development program that Graduate Engineers are required to undertake for four (4) years for eligibility to Member category after joining the Institution as a Graduate Member.

It is mandatory for a Graduate Engineer to understand the scope of the Professional Development Program prior to becoming eligible to upgrade to member category.

The scope includes:

- Hands-on engineering experiences, skills and appropriate knowledge in their respective engineering disciplines. These engineering experiences are:
 1. Engaged in Design Work - basic design concepts and; research and investigation
 2. Engaged in Construction, Operation & Maintenance - inspection, testing, or Commissioning and; Operation, Maintenance, or Repairs.
 3. Engaged in Administration & Management – Contract preparation including conditions, specifications or drawings, tendering, appraisal of tender, cost estimation & cost control, project management, preparation of reports and/ or manuals, contract administration and resource planning
- Keep abreast with the cutting-edge technology through attending specialist courses such as:
 1. In-house training courses of suitable standard
 2. Relevant formally assessed courses offered by professional institutions
 3. Formal course leading to post graduate Certificate, postgraduate Diploma or Master's Degree
- Actively participate in the institution activities in their respective branches such as:
 1. Attending technical meetings, seminars or conferences
 2. Understand activities to promote professional engineering in other settings
 3. Attending informal short courses and site visits
 4. Participate in institution activities
 5. Participate in community activities
 6. Participate in professional development related activities
 7. Other related activities

IEPNG also recognises two (2) or three (3) years in-house Graduate Development Programs (GDP) offered to the graduates by the industries like Newcrest Mining Limited, Oil Search Limited, Ok Tedi Mining Limited and etc. In this scenario, IEPNG accepts work experiences for that period and assess their competencies accordingly.

3.1.1 GPDP Data

According to the GPDP Register, GPDP membership has a total of seventy-nine (79) graduate members. From the seventy-nine (79) graduates, only eight (8) graduates have been registered and issued with Logbooks. The listings of the seventy-nine (79) GPDP members are attached as appendix F. The seventy-one (71) graduates will be contacted for issuance of the Logbooks.

3.2 Continuous Professional Development (CPD)

CPD is the program of developing professional skills and knowledge through interactive, participation – based or independent learning. It enables engineering professionals to proactively develop their professional capabilities through certified learning or self-guided learning methods. It is seen as some form of training, activity etc. that an individual professional undertakes to help enhance or expand his/her knowledge, keep up-to-date with the technical changes taking place and also to keep progressing the individual career.

CPD is mandatory that every Engineering Professional must undertake and maintain in order to be registered by the Professional Engineers Registration Board (PERB) to practise as Registered Professional Engineer and/or become a Member of the IEPNG. CPD activities are required because they enable Engineering Professionals to update or improve their knowledge and skills in their own practice area in order to:

- Continue to be competent in what they are doing
- Be effective and efficient and being up-to-date with the changes taking place
- Be able to contribute to improving the organization they work for by using latest available technology and tools to meet desired outcomes.

The minimum CPD hours required by engineering professional is 50 hours per year related to CBA competency standards/elements. However, it does not apply to the following Membership categories: Student, Companion, Technician and Honorary Fellow – who are not actively involved in engineering. Implementation of the 50 hours per year for CPD hours does not apply to current members applying for renewal of membership until such time when the Council approves.

3.2.1 IEPNG CPD Courses offered

4.0 Branches

The Branches Liaison Officer provides support to all IEPNG Branches that are formed as part of the IEPNG, and works with the Executives and Committees of the Branches and most importantly provide support to the operations of IEPNG as and when required. The office liaises with the Branches Executives to ensure their objectives and plans are executed and achieved the desired results.

The Institution of Engineers PNG Inc. currently has eight Branches including Student chapters around the country and the Branches Liaison Officer directly involves and provides assistance and coordinates the Branch activities. The Branches Liaison Officer keeps and maintains the Branches accounts and reports to the office of the CEO.

The current IEPNG Branches are

1. Port Moresby Branch - Active
2. Sepik Branch
3. Lae Branch - Active
4. Rabaul Branch - Active
5. Kavieng Branch
6. Highlands Branch
7. Lihir Group
8. Women In Engineering (WIE) Group - Active
9. Student Chapters
 - PNG Unitech
 - The National Polytechnic Institute of Papua New Guinea (Polytech)

4.1 POM Branch

The Port Moresby Branch was established in 2002 and is the most active branch. It covers the Central and National Capital District Provinces

Branch Committee:

Chairman
Deputy Chairman
Treasurer
[Secretary](#)
Committee Member
Committee Member
Committee Member

4.2 Lae Branch

2022- 2023 Executives & Committee Members

The Executives and Committee Members of the Branch are as follows;

Branch Committee:

Chairman
Deputy Chairman
Treasurer
Secretary

4.3 Highlands Branch

The Highlands Branch was established in 2018. It covers all the Highlands region namely Enga, Western Highlands, Eastern Highlands, Simbu, Southern Highlands, Jiwaka and Hela provinces.

Not Active

4.4 Tabubil Branch

The Tabubil Branch was established in October 2018. It covers all members working in and around Western Province.

Not Active

4.5 Sepik Branch

The Sepik Branch was established in September 2017. It covers all members working in East and West Sepik Provinces.

Not Active

4.6 Rabaul Branch

The Rabaul Branch was established back in 2002. It covers the East New Britain and West New Britain Provinces.

4.7 Kavieng Branch

The Kavieng Branch was established in August 2018. It covers the New Ireland Province (except Lihir as it has a Group).

Not Active

4.8 WIE Group

WIE stands for women in engineering supporting gender equality among the male dominated work field. This is to encourage woman in engineering to participate actively and not to be intimidated by their male counterpart.

4.9 Student Chapter

Both Unitech Student Chapter and the National Polytechnic Chapter are currently inactive. No activities carried out in the year 2023.

Not Active

If you are an Engineer working in the various industries around the country and not actively participating in the Branches activities in your respective area, please do contact the Branch Liaison Officer to assist you to be part of the Branch.

5.0 Staffing

The Member Services Team comprises of three (3) Member Services Officers, one (1) GPDP/ Training Officer. This gives the total of nine (4) staff. The Member Service Coordinator oversees the day-to-day operations of the member services section. This includes all the member services officers including the graduates and the GPDP/Training Officer. These personnel directly report to the Member Services Coordinator.

In 2022, Member Services engaged one (1) graduate from UPNG to assist with processing of engineers' applications for membership and registration under the CBA system. This is one of the initiatives from the Institution to engage Graduates who are currently looking for work, to come assist the office, be part of it and later as advocates of the Institution when leaving.

Figure 3: Hierarchy of Member Services Team

Administration Report

Staffing

Mr Benedict Mick was appointed and filled the CEO position on the 28th day of September 2023. He is on a two year contract.

Currently there is ten (10) staff managing the affairs of the institution and they are as follows;

The Chief Executive Officer	- contract
Member Services Co ordinator	- permanent staff
Member Services Officer	- permanent staff
Finance/Admin. Co ordinator	- permanent staff
Accounts Receivable Officer	- permanent staff
Secretary/Receptionist	- permanent staff
Casual Staff	- assisting member services
Casual staff	- assisting member services
Office Driver	- permanent staff
Office Cleaner	- permanent staff

Office Maintenance/Repairs

The office genset is being maintained and in operation and working well too during black outs.

The only vehicle that the office has is a Nissan Urvan bought in 2012 is now 11 years old. It's value is fully depreciated and its' still in poor running condition.

Property

Annual General Meeting

A BIG THANKYOU to _____ for sponsoring the live telecast of the AGM via live stream and Facebook for those who could not attend in person but dial in from their various locations. Thank you also to _____ for their support through the use of their cameras and equipment. Without them we wouldn't be able to see and hear the AGM via online and on air. Your support is seen as bring the standard to the next level.

Appreciation to the 2023 Annual Dinner Sponsors

On behalf of the Board, management of IEPNG and the staff, we would like to also say a BIG THANKYOU to the organisations and individuals that sponsor tables and seats at the IEPNG annual dinner that was hosted at the Dynasty Restaurant on the evening of Friday, 22nd of April 2022.

Following are the sponsors of the Annual Dinner

Once again thank you to you all for your contribution towards hosting the event that was successful. We acknowledge and appreciate your continuous support over the years towards the institution to ensure that the engineering profession is administered to the expected standard and at equal par to the engineering around the world.

Conclusion

IEPNG is here to serve its' members, the community and the country as a whole and we encourage you to support your institution in whatever means and ways to maintain it. Let us work together for a better 2023 and beyond.

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Other News & Information

In Memoriam

On behalf of the Institution, the council members, management and staff we would like to offer our sincere tribute to the following engineers who passed on during this year.

Gallery

2023 Annual General Meeting

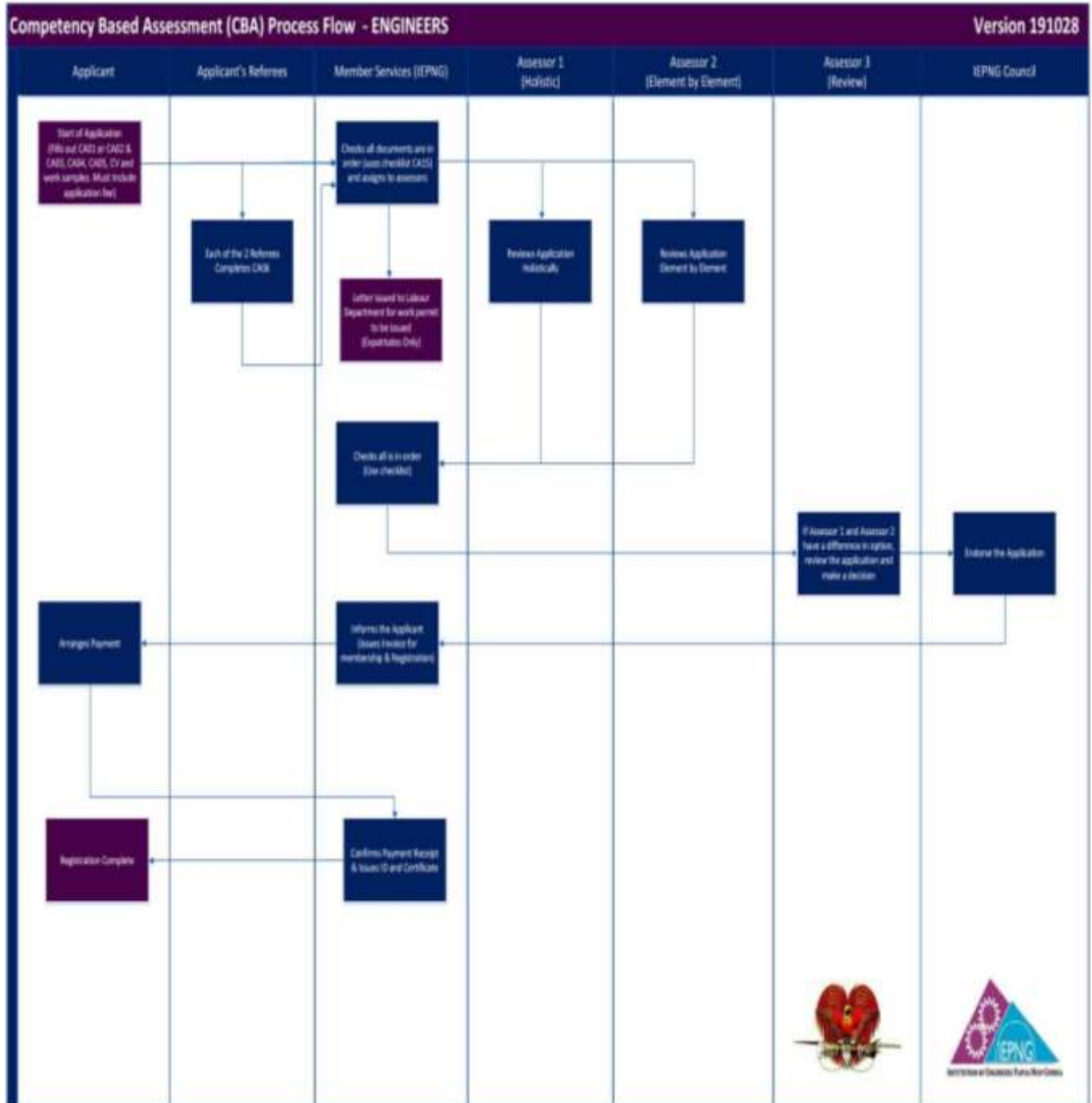
CPD Short Course Photos

Independence Photos

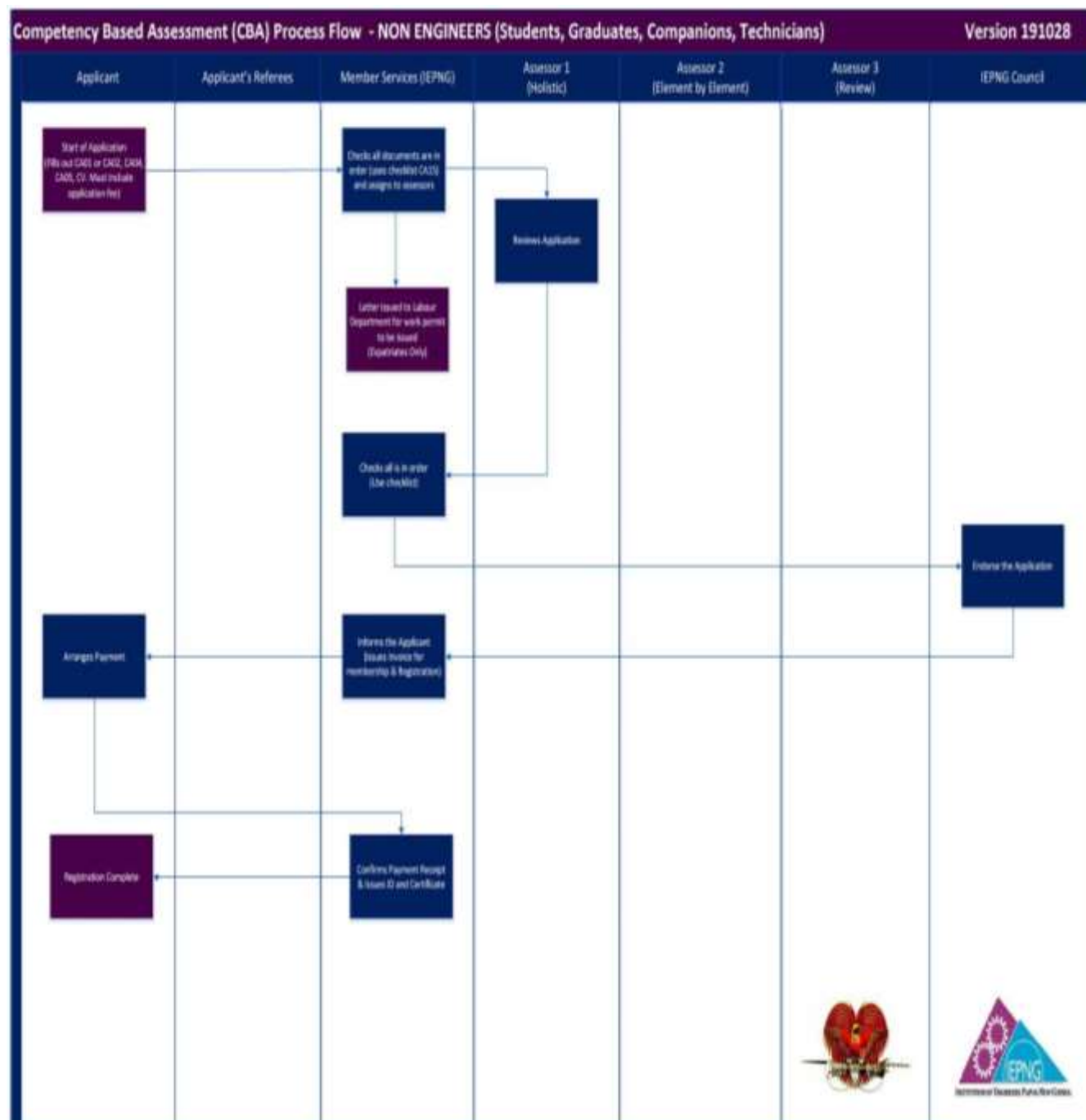
APPENDICES ATTACHMENTS

- A. Professional Engineers (PE) Application Process Flowchart
- B. Non Professional Engineers (Non PE) Application Process Flowchart
- C. Members Listing Under Current Status
- D. Members Listing Under Grace Status
- E. Members Listing Under Lapsed Status
- F. Structural Registered Engineers Listing
- G. GPDP Members Listing

Appendix A – PE Process Flowchart



Appendix B – Non PE Process Flowchart



Appendix C – Members Listing under Current Status

Appendix D – Members Listing under Grace Status

Appendix E – Members Listing under Lapsed Status

Appendix F – Structural Registered Members Listing

Appendix G – GPDP Members Listing



**THE INSTITUTE OF ENGINEERS
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