

REGULATIONS FOR STRUCTURAL REGISTRATION

(Made under Section 9.8 of the Constitution)

1.0 COMPOSITION OF THE STRUCTURAL REGISTRATION COMMITTEE

- 1.1 The Structural Registration Committee (the committee) shall be appointed by the Council (the Council) of the Institution.
- 1.2 The Committee shall comprise of three (3) members.
- 1.3 All Committee Members shall be registered and practicing structural engineers.
- 1.4 At least one member of the committee shall be a Council member.
- 1.5 The chairman of the committee shall be a Council member.

2.0 COMMITTEE MEETINGS

- 2.1 Committee meetings need only be held when applications for Structural Registration have been received.
- 2.2 Meetings should be held during the week prior to the Council meeting.
- 2.3 A quorum for a committee meeting shall consist of the member of the Council plus one other committee member.
- 2.4 The minimum number of the committee members recommending an approval is two.
- 2.5 All committee members present shall make their comments and sign for approval.
- 2.6 Recommendations by the committee shall be passed on to the Council for approval.
- 2.7 If the chairman of the committee is not available to attend the Council meeting, the committee's recommendations are to be made available to the President of the Institution for presenting to the Council.

3.0 REQUIREMENTS FOR STRUCTURAL REGISTRATION

- 3.1 To qualify for Structural Registration, an applicant shall:-
 - (a) Have qualifications and experience sufficient to be granted corporate membership of the Institution.
 - (b) Be Registered under the Professional Engineers Registration Act 2007 *(Amended)*.

- (c) Have had at least seven years' experience at a senior level in the practical design of relevant building and other structures.
 - (d) Have either
 - a. A minimum of 3 year's practical experience as a designer of seismic capable structures in accordance with the detailed requirements of the PNG, Codes of Practice (or internationally equivalent) or
 - b. Satisfy the Structural Registration Committee as to their suitability for Structural Registration by an examination which will be relevant to building (and other structures) conditions prevailing in PNG. The examination will be held half yearly on at the Institution's discretion.
- 3.2 Applicants with extensive theoretical design experience may be exempted from Clause 3.1(c) but will need to satisfy the requirements of 3.1(a) (b) and (d).
- 3.3 Applications for Structural Registration are to be accompanied by all relevant materials and statements.

4.0 REQUIREMENT FOR DOCUMENTS TO BE PROVIDED FOR ASSESSMENT

The following are requirements for documents provided to be assessed;

- 4.1 Complete Application Form – S2 –original form
- 4.2 Applicant must supply three work samples and calculation for assessment for the three different activities indicated herein;
 - New design.
 - Providing Quality Assurance and Standard Compliance Checks on a second persons design.
 - Audit and investigate an existing structure
- 4.2.1 All documents provided must be certified by a Registered Structural Engineer
- 4.3 Provide Three (3) Referees
 - One must be the applicants supervisor
 - Two other colleagues and be registered structural engineers