

GUIDELINES FOR THE APPLICATION FOR REGISTRATION AS AN INSPECTOR OF WORKS

Section 10E of the Registration of Engineers Act 1967 (Revised 2015)

An Inspector of Works is a person registered under subsection 10E of the Registration of Engineers Act (Revised 2015). This is in accordance with Section 7(2)(ab) which specified that “an Inspector of Works who is registered with the Board may, subject to Section 8, take up employment which requires him to assist the Professional Engineer in the supervision of engineering works”

Application for registration as an Inspector of Works under Section 7(2)(ab) of the Registration of Engineers Act 1967 (Revised 2015) can be done using Form A3-1 as follows :

	ITEMS	SUBMISSION REQUIREMENTS
1.	<p>A non-refundable processing fee of RM50.00 for Inspector of Works (intern) and Inspector of Works.</p> <p>Optional : RM15.00 - Cost of sending certificate by courier service. If not, the certificates will be sent by regular mail.</p> <p>RM 30.00 - The yearly subscription fee for BEM publication 'The Ingenieur'</p>	<p>Applications that do not include payments will not be processed.</p> <p>Payment made payable to “Lembaga Jurutera Malaysia” can be done by cheque / bank draft / money order / postal order.</p> <p>Payment online can also be made through M2U or CIMBclicks or eRHB or JOMPAY.</p>
2.	<ul style="list-style-type: none"> • No registration fee for registration of IOW (intern). • A registration fee for Inspector of Works of RM50.00 is to be made upon approval from BEM 	<p>Upon request and approval from BEM.</p>
3.	<p>(i) A copy of Engineering/Engineering Technology Diploma awarded by a Malaysian Institution</p> <p style="text-align: center;">OR</p> <p>(ii) A copy of Engineering/Engineering Technology Diploma awarded by Other Countries</p>	<p>Diploma in the field of Civil or Electrical or Mechanical or Chemical Engineering/Engineering Technology accredited by BEM-Engineering Technology Accreditation Council (ETAC).</p> <p>The latest List of Accredited Diploma in Engineering/Engineering Technology is available at www.etac.org.my</p> <p>OR</p> <p>Diploma in Engineering/Engineering Technology accredited by professional body who is a signatory of Dublin Accord (DA).</p> <p>Certified copy of the diploma from a foreign university, which is not in the English language shall be accompanied by a translation of it in English or Bahasa Malaysia.</p>
4.	<p>Copies of "Full transcript of Academic Record" with the list of subjects taken.</p>	<p>Copies must be issued by the awarding university. (Diploma holders should include a copy of the diploma and the list of subjects taken)</p>
5.	<p>Photocopy of identity card</p> <p style="text-align: center;">OR</p> <p>Permanent resident card and/or Passport for non-Malaysian</p>	<p>Please cross with a remark "FOR BEM USE ONLY"</p>
6.	<p>Passport size photograph</p>	<p>A copy of passport size photograph (<i>please write your name at the back of the photograph</i>)</p>
7.	<p>Appendix A - Summary of Employment (<i>if any</i>)</p>	
8.	<p>Declaration by Professional Engineer/Professional Engineer with Practising Certificate (<i>if any</i>)</p>	

PLEASE NOTE :

All documents submitted must be certified by a Professional Engineer **or** Professional Engineer with Practicing Certificate registered with Board of Engineers Malaysia (*state the name and registration number clearly*)

For inquiries, please contact :

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