



Joint Accreditation Committee
C/o The Institution of Engineers, Singapore
70 Bukit Tinggi Road, Singapore 289758
Tel: 6469 5000



**JOINT ACCREDITATION FOR
CIVIL & STRUCTURAL (C&S) RESIDENT ENGINEER (RE) AND
RESIDENT TECHNICAL OFFICER (RTO)**

TERMS AND CONDITIONS FOR ACCREDITATION

1. OBJECTIVES OF CIVIL & STRUCTURAL (C&S) RESIDENT ENGINEER (RE) AND RESIDENT TECHNICAL OFFICER (RTO) ACCREDITATION

- a. To establish a list of accredited C&S Resident Engineers and Resident Technical Officers for use by the Construction Industry.
- b. To assist the Construction Industry in maintaining a list of accredited C&S REs and RTOs who possess acceptable quality and professional competence.
- c. To assist C&S REs and RTOs toward achieving better quality and standards through continuing education and training.

2. FUNCTION OF THE IES/ACES CIVIL & STRUCTURAL RESIDENT ENGINEER AND RESIDENT TECHNICAL OFFICER ACCREDITATION REGISTER

The IES/ACES C&S Resident Engineer and Resident Technical Officer Accreditation Register maintained by The Institution of Engineers, Singapore (IES) and Association of Consulting Engineers Singapore (ACES) is to serve the Construction Industry procurement needs for suitably qualified and competence Resident Engineer and Resident Technical Officers. Additional accreditation as Specialist Resident Engineer (Tunnel), [RE (T)] and Specialist Resident Technical Officer (Tunnel), [RTO (T)] may be granted to those who are members of the Tunnelling and Underground Construction Society (Singapore), (TUCSS), and possess minimum two years of relevant experience in tunneling works acceptable to TUCSS. Such specialist accreditation will be also recorded in the Accreditation Register. Further details of specialist accreditation as RE(T) and RTO(T) can be found in website address: <http://www.tucss.org.sg/>

3. JOINT ACCREDITATION COMMITTEE

The Joint Accreditation Committee shall be the assessing body for academic qualifications and working experience required for accreditation of REs and RTOs.

This Accreditation Committee comprises 8 members, namely

- 3 members appointed by IES
- 3 members appointed by ACES
- 1 member appointed by BCA
- Secretary appointed by IES

The Accreditation Committee is not bound to accept any application notwithstanding that the applicant may have complied with the minimum requirements as set forth in this terms and conditions for accreditation. Further, the applicant is deemed to accept that the Accreditation Committee is not bound to assign any reasons for rejecting applications or removing an individual from the Accreditation Register.

The Accreditation Committee reserves the right to review the accreditation status of the individual REs and RTOs from time to time.

The Accreditation Committee shall remove the individual from the accreditation register if he/she fails to fulfill the accreditation requisites.

4. REGISTRATION REQUISITION FOR ACCREDITATION

All applications shall be accompanied with:

- I. A fully completed prescribed application form;
- II. A copy of one of the following academic qualification:
- III. Application fee of \$21.40 (inclusive of GST) non-refundable
- IV. Subscription fee of \$64.20 (inclusive of GST) based on calendar year

Notes:

For RTO application

- a) A degree from any local university or a diploma from any local polytechnic in Civil Engineering or Structural Engineering;
- b) A diploma in any construction-related field from any local polytechnic. At least, one year of such relevant practical experience in full-time supervision of structural works in construction sites in Singapore is required;
- c) A diploma or higher certificate from any foreign polytechnic in Civil Engineering or Structural Engineering. At least, one year of such relevant practical experience in full-time supervision of structural works in construction site is required;

- d) A degree from any foreign university in Civil Engineering or Structural Engineering. At least, one year of such relevant practical experience in full-time supervision of structural works in construction sites is required;
- e) National Certificate on Construction Supervision (NCCS) or Diploma in Construction Engineering from BCA Academy. At least one year of such relevant practical experience in full-time supervision of structural works in construction in Singapore is required.

ACCREDITATION OF RTO (TUNNEL)

- a. Evidence of membership of TUCSS and
- b. Attendance of training courses for those seeking specialist accreditation as RTO (T)

For RE application

- a. A university degree or any other professional qualification recognised by the Professional Engineers Board for registration as a professional engineer under the Professional Engineers Act (cap. 253) in Civil Engineering or Structural Engineering discipline;
- b. A postgraduate master's degree or doctoral degree in Civil Engineering or Structural Engineering from any university recognised by the Professional Engineers Board for registration as a professional engineer under the Professional Engineers Act (Cap. 253);
- c. A Chartered Engineer registered by the Engineering Council United Kingdom in the Civil Engineering or Structural Engineering discipline;
- d. A university degree in Civil Engineering or Structural Engineering from any university specified by the Commissioner of Building Control in the list, which is available at the Building and Construction Authority (BCA) website link <http://www.bca.gov.sg/>
At least one year of relevant postgraduate practical experience in design or construction of structural works is required.

ACCREDITATION OF RE (TUNNEL)

- a. Evidence of membership of TUCSS and
- b. Attendance of training courses for those seeking specialist accreditation as RE (T)

5. SUBMISSION OF DOCUMENTS

All applications should be submitted in the prescribed application form. The application form shall be duly completed. It is the applicants' responsibility to ensure completeness of the submissions. Incomplete submissions will be rejected. Processing will commence only after the submissions are found to be complete.

Submission by mail to:

Joint Accreditation Committee
RE/RTO Registry (C&S)
C/o The Institution of Engineers, Singapore
70 Bukit Tinggi Road, Singapore 289758

Payment should be made payable by cheque to “*IEH-ACESing Joint Registry*”

6. REFERENCES & OTHER SUPPORTING DOCUMENTS

In the course of processing the applications, reference may be obtained from the applicant's employer/professional engineers who have supervised the works of the applicant. It is implied that the applicant has authorized the Accreditation Committee to make all necessary enquiries relating to the applicant.

Applicant may be requested by the IES/ACES C&S (RE/RTO) Accreditation Committee to produce further supporting documents and this is to be produced within 7 working days, failing which the application will be rejected and considered unsuccessful. *Applicant may be called for interview.*

7. OUTCOME OF APPLICATION AND FINAL APPROVAL

The IES/ACES C&S (RE/RTO) Accreditation Committee will notify each applicant on the outcome of the application as soon as the case has been processed. Upon compliance with all the Terms and Conditions for Accreditation, the applicant will be issued with a Certificate of Accreditation, which will be for the duration of the calendar year.

The Accreditation Committee reserves the right to reject any applications without stating any reasons.

8. PROCESSING TIME

Under normal circumstance, if the submissions are complete and in order, the applicants will be informed by email of the outcome in approximately two months.

9. PAYMENT

Kindly write *IES/ACES RE/RTO Accreditation* at the back portion of the cheque. The application fee is non-refundable. Only the accreditation fee will be refunded for unsuccessful applications (if applicable). *The application and accreditation fee may be reviewed from time to time.*

10. CERTIFICATE OF ACCREDITATION

The Certificate of Accreditation is the property of the Registry and must be surrendered to the Registry whenever the individual is debarred or when the individual's accreditation is terminated for any reason.

11. VALIDITY

The validity of any accreditation is for the calendar year from the date of the accreditation. Accreditation will thereafter lapse automatically unless a renewal is filed and approved by the Accreditation Committee.

12. UPDATES OF INDIVIDUAL'S PARTICULARS

An accredited individual is required to advise the Accreditation Committee immediately for any changes in its address or any other pertinent particulars, which may occur from time to time. It should be noted that accreditation status is accorded to the individual on the basis of the individual's particulars at the time of application and the Accreditation Committee reserves the right to revoke or modify the accreditation status in the event of any development or change in the individual's particulars which, in the opinion of the Accreditation Committee, renders the individual unsuitable to be accorded the current accreditation status.

Notification of change of individual's particulars should be in writing and accompanied by copies of the supporting documents and addressed to the Secretary, IES/ACES Civil & Structural Resident Engineer and Resident Technical Officer Accreditation Committee. In addition, the Accreditation committee may periodically require accredited individuals to furnish pertinent particulars to the Accreditation Committee for the purpose of assessing the eligibility of their continued accreditation.

13. RENEWAL

Renewals shall be made upon expiry of the accreditation which is for a period within the calendar year.

Application for renewal of accreditation shall include the following completed documents.

- i. Duly completed Renewal form;
- ii. Updates of relevant work experience;
- iii. Proof of attendance of at least 6 hours of Supervision Training Units (6 STU) of training courses approved by IES/ACES/TUCSS for the past 12 months;
- iv. Testimonial from present employer/Professional engineer;
- v. Subscription fee of S\$64.20 (inclusive of GST)

14. PROCEDURE FOR SUSPENSION OR CANCELLATION OF THE CERTIFICATE OF ACCREDITATION

The IES/ACES C&S REs and RTOs Accreditation Committee may at its sole discretion suspend or cancel the Certificate of Accreditation without stating any reasons if the accredited REs or RTOS have contravened any offence under the Building Control Act or any By Law or involved in any criminal activities or misconduct deemed unfit as an accredited REs or RTOs.

15. DISCLAIMER

The accreditation of an individual should not be taken as any endorsement or acceptance of the individual's performance and IES, ACES, TUCSS and the IES/ACES Civil & Structural Resident Engineer and Resident Technical Officer Accreditation Committee expressly disclaim any liability arising out of or in connection with reliance or otherwise on the accreditation of any individual.