

Bangladesh Professional Engineers Registration Board



ASSESEMENT FORM (Format 3)

Ref No:
(for office use only)

(This form is confidential and only for the members of Assessor Panel.)

This is the Assessment by individual Assessor based on the documentation submitted by the Candidate with his/her application and sponsors' confidential reports.

Applicant's Name: <i>(in Block Letter)</i>	
IEB Membership Number of Applicant:	
Academic Qualifications with Discipline:	
Professional Qualifications:	
Assessor's name:	
Date of assessment:	

A. CPD RECORDS						
(If average grade is Inadequate, send the application package back to the Registrar, stop calling for oral test)						
1. Evidence of CPD (should be minimum 5 days or 30 hours) If less than 5 days or 30 hours, reject the package and stop calling for oral test.			 days		
2. Type of CPD observed and gradings. Key to grading: 4-Adequately Good, 3- Adequate, 2 - Adequate marginally, 1-Inadequate				Days	Grade	Average Grade
i. Post graduate courses from recognized university or tertiary courses						
ii. Short course/training/workshop						
iii. Conference, seminar, symposium, lecture						
iv. Presentation of technical lecture						
v. Publications in technical conference proceedings						
vi. Publication in recognized technical journal/publishing technical books						
Comments:						
B. ASSESSMENT OF SPONSORS' CONFIDENTIAL REPORTS						
Enter Sponsors' ratings in columns below: If Sponsor's overall grade is less than 3, send the application package back to the Registrar and stop calling for oral test.						
Sl. no.	Competences	Sponsor-1 Grade	Sponsor-2 Grade	Sponsor-3 Grade	Sponsor Average Grade	Overall Average Grade
1.	Good character and Loyalty to supervisors and employers					
2.	Leadership qualities and capabilities for multi-disciplinary works					
3.	Personal behavior and responsibility in professional duty					
4.	Honesty and impartiality in socio-economic activities					
5.	Involvement in/with the IEB activities and with societal activities.					
Comments:						

C. ASSESSMENT OF WORK EXPERIENCE OF PART-4 OF APPLICATION FORM (SECTION A)			
1.	Total duration of professional work experience after graduation	 Years
2.	Observed Type of work/position (Maximum of four Projects) Key grading : Levels 1-4 (in the guidelines of assessor panel)	Grade	Average Grade
i.			
ii.			
iii.			
iv.			
Comments:			

D. ASSESSMENT OF PROFESSIONAL COMPETENCE AND COMMITMENT REPORT ON EVIDENCES OBSERVED IN THE APPLICATION FORM (SECTION B)			
Key grading: Levels 1 – 4 (in the guideline of Assessor Panel)			
Competence-1. General and specialist knowledge and understanding to optimize the application of existing and emerging technology for solving problems			
	Competence Elements	Grade	Average Grade
i.	Extend a sound theoretical approach for exploitation of new and advancing technology		
ii.	Create and innovate development of engineering technology and its improvement		
iii.	Knowledge of Bangladesh Building code and Bangladesh fire code		
iv.	Maintain personal commitment to engineering profession and to employers		
v.	Self Development and commitment of undertaking CPD with purposes		

Competence-2. Application of theoretical and practical knowledge to the analysis and solution of engineering problems			
	Competence Elements	Grade	Average Grade
i.	Identify potential engineering problems and specify the tools of analysis available for solving the engineering problems. This may need use of Information Technology.		
ii.	Conduct appropriate research and undertake design and development to evaluate possible solutions of engineering problems. Such problems may include maintenance and safety issues.		
iii.	Demonstrate the procedure for an appropriate solution of an engineering problem.		
iv.	Demonstrate an understanding of national/international current affairs and how they affect engineering profession.		
v.	Implement designed solutions with appropriate planning and evaluate their effectiveness.		
Competence-3. Technical, commercial and managerial leadership skills with sound understanding of economic and procurement policies.			
	Competence Elements	Grade	Average Grade
i.	Plan for effective project implementation following standard codes: national/ international.		
ii.	Plan and organize control task, people and resources and demonstrate the procedure of resources management.		
iii.	Demonstrate understanding of project financing and budget, and how funds are managed.		
iv.	Leading teams and developing staff to meet changing technical and managerial needs.		
v.	Bring about continuous improvement through quality management.		
vi.	Manage contractual issues of administration on appropriate form of contract.		

Competence-4. Effective Communication and interpersonal skills with Professional Commitment.

Competence Elements		Grade	Average Grade
i.	Demonstrate effective English written and oral communication skills.		
ii.	Communicate with others in work situation at all levels in writing, drawing and by presentation.		
iii.	Effective contributions to team activities and participate in multidisciplinary teamwork.		
iv.	Presentation and discussion of proposals.		
v.	Demonstrate involvement with IEB, other professional organizations and local community activities.		
vi.	Demonstration of personal and social skills in engineering Profession.		

Competence-5. Professional Conduct, commitment to society, health and safety, environment and regulation.

Competence Elements		Grade	Average Grade
i.	Comply with relevant professional codes of conduct		
ii.	Recognize the cultural and sociological impact on professional engineering activities. Apply and manage safe system of work.		
iii.	Take account of regulations and environment issues in driving engineering solution; understand the relevance of Environmental Impact Assessment (EIA) with the project/ industry.		
iv.	Produce solutions with relevant regulations concerning health, safety and risk for the work site and for public at large.		
v.	Undertake engineering activities that contribute to sustainable development.		

E. ASSESSOR'S COMMENTS (strengths and weakness, specially required for rejected candidates)
(If rejected stop calling them for Interview but reasons for rejection must be commented below)

Comments:

Assessor's Signature & Date:

Name:

IEB Membership no.