



**National
Engineering
Register**

Application Guidelines



Table of Contents

Section 1: About the NER.....	3
Section 2: Why be Registered on the NER?	3
Section 3: NER Areas of Practice.....	4
Section 4: Benefits of being registered on the NER.....	5
Section 5: Who can register on the NER?	5
Section 6: Preparing your application.....	6
6.1 Chartered members of Engineers Australia (CPEng/CEngT/CEngA).....	6
6.2 Members of Engineers Australia with 5+ years of professional work experience post graduation in the last 7 years (MIEAust/FIEAust/TMIEAust/TFIEAust/AMIEAust/AFIEAust).....	7
6.3 Assessment Process for Non-Members of Engineers Australia.....	8
Section 7: Registered professional engineering of Queensland (RPEQ) Application.....	9
Section 8: The Assessment Process	9
Section 9: The Assessment Timeframe	9
Section 10: How much does it cost?	10
Section 11: What information will appear on the NER.....	11
Section 12: Applicant’s Declaration	11
Section 13: Personal and/or Contact Details	12
Section 14: Cancellation of registration on the NER.....	13
Section 15: Contact.....	13



Section 1: About the NER

Engineers Australia's National Engineering Register (**NER**) is the *largest Engineering Register in the country* delivering a uniform national benchmark standard of professionalism in the broadest areas of engineering practice, both general and special.

The **NER** is a publicly searchable database providing a national system of 'registration' for the engineering profession in Australia of professional engineers, engineering technologists and engineering associates in both the private and public sectors.

It is expected that the **NER** will facilitate access to existing State/Territory registers and to new registers, as and when they are developed. The **NER** is aimed at removing any current inconsistencies across State/Territory jurisdictions.

Section 2: Why be Registered on the NER?

The **NER** postnominal is Engineers Australia's national benchmark standard of professionalism in Australia. It identifies those whose academic qualifications, current experience, competencies, commitment to ethical conduct and continuing professional development are the standard expected of the ordinary skilled person exercising and professing to have that skill.

In addition, the **NER** signals that registrants, in the provision of engineering and engineering-related services, can maintain and have the benefit of professional indemnity (PI) insurance in the event that a professional services provider fails to discharge his/her duties properly.

Section 3: NER Areas of Practice

NER General Areas of Practice

Biomedical Engineering	Chemical Engineering
Civil Engineering	Electrical Engineering
Environmental Engineering	Information, Telecommunications and Electronics Engineering
Mechanical Engineering	Structural Engineering

NER Special Areas of Practice

(accessible ONLY to Chartered members of Engineers Australia and non members of Engineers Australia who have successfully completed a Stage 2 competency assessment)

Aerospace Engineering	Amusement Rides and Devices In-Service Inspection
Building Services Engineering	Fire Safety Engineering
Heritage and Conservation Engineering	Leadership and Management
Naval Architecture	Oil & Gas Pipeline Engineering
Petroleum Engineering	Pressure Equipment Design Verification
Subdivisional Geotechnics	

For details of the requirements for the special areas of practice follow the link from the relevant special area of practice.

Additional areas of practice required by government and industry will be added to the **NER** over time as the need arises.

Section 4: Benefits of being registered on the NER

As a national system of registration, the **NER** has significant benefit for:

- government - as an alternative to government registers where areas of practice are restricted by legislation to particular practitioners
- employers - to assist in the selection of qualified engineers
- purchasers of engineering services
- practitioners - as a marketing tool
- the profession - as a method to raise the status and recognition of engineering in the community.

Section 5: Who can register on the NER?

- 1. Chartered members of Engineers Australia in each occupational category** - professional engineer, engineering technologist and engineering associate - who have the benefit of PI insurance and can maintain PI insurance.
- 2. Engineers Australia members in each occupational category - professional engineer, engineering technologist and engineering associate - who have accumulated 5 years of relevant engineering industry experience in the past 7 years** in their area(s) of practice, who provide satisfactory work experience and continuing professional development (CPD) statements verified at interview and who have the benefit of PI insurance and demonstrate that they can maintain PI insurance during the provision of engineering services and/or engineering-related services.
- 3. Non members of Engineers Australia who have accumulated 5 years of relevant engineering industry experience in the past 7 years in their area(s) of practice**
Non members of Engineers Australia must successfully complete a qualifications (Stage 1 competency) assessment, provide satisfactory work experience and continuing professional development (CPD) statements verified at interview and have the benefit of PI insurance and demonstrate that they can maintain PI insurance during the provision of engineering and/or engineering-related services.



Section 6: Preparing your application

The NER eligibility requirements have been set such that engineers, in the provision of engineering and/or engineering-related services can attest to the fact that they have:

- a recognised qualification;
- relevant professional practice;
- currency of CPD;
- the benefit of PI insurance; and
- a commitment to ethical practice.

6.1 Chartered members of Engineers Australia (CPEng/CEngT/CEngA)

All Chartered members of Engineers Australia in current practice meet the **NER** benchmark standard of professionalism provided that they have the benefit of PI insurance and demonstrate that they can maintain PI insurance during the provision of engineering services and/or engineering related services.

Chartered members will be registered on the **NER** in the general area of practice aligned with their Chartered College and in special area(s) of practice, as applicable.

To add or remove a general and/or special area of practice contact the Member Services Team at MemberServices@engineersaustralia.org.au or 1300 653 113.

6.2 Members of Engineers Australia with 5+ years of professional work experience post graduation in the last 7 years (MIEAust/FIEAust/TMIEAust/TFIEAust/AMIEAust/AFIEAust)

Step 1	Work Experience Statement	Prepare a written work experience statement. Refer to the work experience statement guidelines and acquired competence self-assessment worksheet to help you to decide the evidence to include in your work experience statement.
Step 2	Continuing Professional Development (CPD) Statement	Upload your CPD record statement with your application to demonstrate how much CPD you have undertaken in the immediate preceding three (3) years. Some applicants may be able to show that they have completed up to 150 hours CPD in the previous three (3) years, others will be able to demonstrate only having undertaken a lesser amount, which as a minimum should be 50 hours of CPD in the twelve (12) months prior to lodging your application for the NER.
Step 3	Professional Referee Check	Nominate 2 (two) professional referees who can confirm that the claims made in your work experience statement are true and accurate.
Step 4	Professional Indemnity (PI) Insurance self-assessment	Tick the relevant box on the NER application form to confirm that you have, in the provision of engineering and/or engineering-related services, the benefit of a current professional indemnity (PI) insurance policy or if you are a principal, partner, director or employee of a firm that the firm you work for has a current professional indemnity insurance policy which covers you. Note: <ol style="list-style-type: none"> i. seek confirmation from your employer as to whether you have the benefit of PI insurance; ii. you do not need to provide a copy of the PI insurance policy with your application; iii. Commonwealth/State/Territory and local government employees and those working in tertiary institutions are deemed to have the benefit of PI insurance by virtue of the indemnity arrangements for these entities.
Step 5	Interview	Your nominated professional referees will be contacted by phone. You will be interviewed by videoconference, or Skype, or face-to face at one of Engineers Australia's offices before admission to the NER .



6.3 Assessment Process for Non-Members of Engineers Australia

Non members of Engineers Australia applying for registration on the **NER** are required to have a Qualifications (Stage 1 competency) Assessment, in addition to following Steps 1-5 outlined in Section 6.2.

Stage 1 competency is typically achieved through the successful completion of an Engineers Australia accredited engineering education program at an Australian university. Overseas accredited engineering qualifications are recognised under the Washington Accord (professional engineer) or Sydney Accord (engineering technologist) or Dublin Accord (engineering associate).

Applicants with a non-accredited qualification must undertake a [Stage 1 Competency Assessment](#) in which academic certificates and transcripts, Curriculum Vitae and career episodes are assessed against the *Australian Engineering Competency Standards Stage 1*.

Applicants who have had a Migration Skills Assessment or Stage 1 competency assessment letter from Engineers Australia confirming that their academic qualifications meet the current academic requirements for standing as a professional engineer or engineering technologist or engineering associate in Australia do not have to have another qualifications assessment. These applicants may upload a copy of the letter they have received from Engineers Australia with their application.



Section 7: Registered professional engineering of Queensland (RPEQ) Application

Chartered (CPEng) members registered on the **NER** and practising in Queensland automatically qualify for a letter of assessment of their qualifications and competence from Engineers Australia as part of an application as a Registered Professional Engineer of Queensland (RPEQ). For a letter of assessment contact the Member Services Team at MemberServices@engineersaustralia.org.au or on +61 2 6270 6555 or Toll Free: 1300 653 113.

Other eligible registrants on the **NER** will receive confirmation in their initial letter of assessment as to whether their qualifications and competence qualify as part of an application for assessment as a RPEQ.

Section 8: The Assessment Process

Applications for the **NER** will be assessed by a team of highly skilled and experienced assessors who have undergone a structured training program. These assessors also hold either a professional engineering degree or qualification deemed by Engineers Australia to be equivalent with the experience in or related to professional engineering practice.

Section 9: The Assessment Timeframe

The time frame for the assessment of your application for registration on the **NER** will depend on whether a decision can be made based on the documentation you submit or whether additional information is required. Typically, the initial assessment of your application should take 3-4 weeks.

Section 10: How much does it cost?

NER ASSESSMENT AND REGISTRATION FEES				
	Assessment Fee (Initial Application)	Assessment Fee for Additional General or Special Area of Practice	Annual Registration Fee	
EA Chartered members (current)		\$330 (GST Incl)	Complimentary to 30 June 2016	\$96.00 (GST Incl) from 1 July 2016
EA Chartered members (Chartered gained post 2 November 2015)		\$330 (GST Incl)	Chartered assessment fee includes the NER registration fee for the balance of the current EA membership subscription year in which Chartered is obtained	\$96.00 (GST Incl) in subsequent membership subscription years
EA non Chartered members	\$330 (GST Incl)	\$330 (GST Incl)	Assessment fee includes the NER registration fee for the balance of the current EA membership subscription year	\$96.00 (GST Incl) in subsequent membership subscription years
Non EA Members	\$550.00 (GST Incl)	\$550.00 (GST Incl)	Assessment fee includes the NER registration fee for the balance of the current EA membership subscription year	\$165 (GST Incl) in subsequent membership subscription years

Note 1: The **NER** application and annual registration fees are not pro-rated and are non-refundable.

Note 2: The same fees apply for **NER** application and annual registration for all members of Engineers Australia, irrespective of occupational category.



Section 11: What information will appear on the NER

The following details will be disclosed for all registrants registered on the **NER**:

- (a) given name and surname
- (b) post nominals of membership of Engineers Australia, if applicable;
- (c) State/Territory in Australia or City, country and postcode (as applicable) for overseas registrants;
- (d) suburb and postcode (Australia only);
- (e) occupational category;
- (f) area(s) of practice.

Registrants on the **NER** can choose to have additional information from their Professional Address (including email address and phone numbers) also shown in their **NER** profile (Refer to Section 13: Changing personal and/or contact details). All registrants will receive an annual certificate of registration to display.

Section 12: Applicant's Declaration

All applicants are required to make the following declaration at the time of applying for registration on the **NER**:

Terms and Conditions

I agree, if admitted to registration on the NER, to be bound by the provisions of the Royal Charter, By-laws and General Regulations of Engineers Australia and the ethical standards set out in Engineers Australia's Code of Ethics.

I consent to my name, occupational category, post nominals of membership of Engineers Australia, area(s) of practice, State/Territory, suburb and postcode being shown on the NER and understand that I can choose to have additional information from my Professional Address (including email address and phone numbers) also shown in my profile. I am aware that these details will be available to the public and may be provided to other parties.

I declare that if admitted to registration on the NER, and on an annual basis at the time of my membership renewal, I will attest that:

- (i) I can maintain or have the benefit of a current PI insurance policy;*
- (ii) I am complying with the CPD requirements; and*



(iii) I am complying with the Code of Ethics.

I certify that the statements made by me in this application are true and correct. I understand that I have an obligation to inform Engineers Australia of any matter that may affect my fitness for registration on the NER.

Section 13: Personal and/or Contact Details

Personal Details

The name which will appear on your annual **NER** certificate is your preferred name in myPortal. Preferred name is the Given Name and Surname you have entered into your Preferred Name profile in myPortal.

If you have not entered any details into your Preferred Name profile in myPortal, the name which will appear on your annual **NER** certificate will default to your Official Name.

To change your Preferred Name log in to myPortal from the home page of the Engineers Australia web site at www.engineersaustralia.org.au, click on Profile and add or edit your Preferred Name.

Contact Details

Registrants can change their contact details by logging in to myPortal from the home page of the Engineers Australia web site at www.engineersaustralia.org.au, clicking on Contact Details and editing the applicable address.

Changes may take up to 30 minutes to take effect.

Registrants on the NER who wish to have additional details (such as email address and phone number) shown against their entry on the **NER** other than the default contact details from their 'Bill To' address in myPortal should log into myPortal from the home page of the Engineers Australia web site at www.engineersaustralia.org.au, click on the 'Add a Professional Address' button at the bottom of the screen and insert the details into the Professional Address fields.



For assistance in changing your contact details contact the Member Services Team at MemberServices@engineersaustralia.org.au or on +61 2 6270 6555 or Toll Free: 1300 653 113.

Section 14: Cancellation of registration on the NER

Anyone can opt-out of the **NER** at any stage by sending written notification to the Members Services Team at MemberServices@engineersaustralia.org.au and confirming that they no longer wish to be registered. In addition, registration on the NER may be cancelled:

- (i) if a registrant is found guilty of misconduct or unprofessional conduct or a criminal offence; or
- (ii) if a registrant fails to pay the annual membership and/or registration fees; or
- (iii) if a registrant fails to meet the ongoing compliance requirements for registration on the **NER**, such as not being able to maintain or having the benefit of PI insurance in the provision of engineering or engineering-related services and/or fails to meet the CPD requirements.

Section 15: Contact

For information about the **NER**, visit www.engineersaustralia.org.au/ner or contact the Member Services Team at MemberServices@engineersaustralia.org.au or on +61 2 6270 6555 or Toll Free: 1300 653 113.

All correspondence about the **NER** will be emailed to registrants. If you do not hear from us check your email filtering system so that you don't miss any important information about the NER being delivered to you.