

कानून, न्याय तथा संसदीय मामिला सञ्चालन विहडरबार, काठमाडौं
प्रत्यायोजित विधायनको प्रकृत कार्यविधि
दर्ता नं: ४९
दर्ता मिति: २०२१/१०/२०



नेपाल इन्जिनियरिङ्ग परिषद्

व्यावसायिक इन्जिनियर नाम दर्ता कार्यविधि, २०८१

नेपाल इन्जिनियरिङ्ग परिषद् ऐन, २०५५ को दफा ११ (२) तथा नेपाल इन्जिनियरिङ्ग परिषद् नियमावली, २०५५ नियम ३ (ख) बमोजिम इन्जिनियरहरूको वर्गीकरण गरि तथा नियम ९(१) बमोजिम दर्ता गर्ने प्रक्रियालाई व्यवस्थित तथा पारदर्शि बनाउने उद्देश्यले ऐनको दफा ३७(३) ले दिएको अधिकार प्रयोग गरी नेपाल इन्जिनियरिङ्ग परिषद्ले "व्यावसायिक इन्जिनियर नाम दर्ता कार्यविधि, २०८१" बनाएको छ।

परिच्छेद — १ प्रारम्भिक

१. संक्षिप्त नाम र प्रारम्भ

(१) यस कार्यविधिको नाम "व्यावसायिक इन्जिनियर नाम दर्ता कार्यविधि, २०८१" रहेको छ। अंग्रेजीमा यसलाई "Professional Engineers' Registration Working Procedure, 2025" नामकरण गरिएको छ।

(२) यो कार्यविधि परिषद्बाट स्वीकृत भएको मिति देखि प्रारम्भ हुनेछ।

२. परिभाषा: विषय वा प्रसंगले अर्को अर्थ नलागेमा यस कार्यविधिमा,

(क) "ऐन" भन्नाले नेपाल इन्जिनियरिङ्ग परिषद् ऐन, २०५५ सम्झनु पर्छ।

(ख) "नियमावली" भन्नाले नेपाल इन्जिनियरिङ्ग परिषद् नियमावली, २०५७ सम्झनु पर्छ।

(ग) "कार्यविधि" भन्नाले व्यावसायिक इन्जिनियर नाम दर्ता कार्यविधि, २०८१ सम्झनु पर्छ।

(घ) "परिषद्" भन्नाले नेपाल इन्जिनियरिङ्ग परिषद्लाई सम्झनु पर्छ।

(ङ) "अध्यक्ष" भन्नाले परिषद्को अध्यक्ष सम्झनु पर्छ।

(च) "सदस्य" भन्नाले परिषद्को सदस्य सम्झनु पर्छ र सो शब्दले परिषद्को अध्यक्ष, उपाध्यक्ष र सदस्य तथा सदस्य-सचिव समेतलाई जनाउँछ।

(छ) "दर्ता" भन्नाले इन्जिनियरिङ्ग सेवा तथा व्यावसाय गर्न परिषद्को दर्ता किताबमा नाम दर्ता गरिने कार्य सम्झनु पर्छ।

(ज) "दर्तावाला इन्जिनियर" भन्नाले परिषदमा नियमावलीको नियम ८ बमोजिम दर्ता किताबमा नाम दर्ता भएको इन्जिनियर सम्झनु पर्छ।

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- (झ) "व्यावसायिक इन्जिनियर" भन्नाले नियमावलीको नियम १ बमोजिम दर्ता किताबमा दर्ता भएको इन्जिनियर सम्झनु पर्छ।
- (ञ) "समिति" भन्नाले ऐनको दफा १४ बमोजिम गठन भएको परीक्षा समिति सम्झनु पर्छ।
- (ट) "संयोजक" भन्नाले विनियम १३ बमोजिम गठन भएको मूल्यांकन समितिको संयोजक सम्झनु पर्छ।
- (ठ) "सचिव" भन्नाले विनियम १३ बमोजिम गठन भएको मूल्यांकन समितिको सचिव सम्झनु पर्छ।
- (ड) "निर्देशिका" भन्नाले यस कार्यविधि को कार्यान्वयन गर्नका लागि परिषदबाट स्वीकृत निर्देशिकालाई सम्झनु पर्छ।
- (ढ) "तोकिएको" वा "तोकिए बमोजिम" भन्नाले यस कार्यविधि अन्तर्गत बनेको निर्देशिकामा तोकिएको वा तोकिए बमोजिम सम्झनु पर्छ।

३. कार्यविधि को व्याख्या:

- (क) यस कार्यविधि संग सम्बन्धित प्रक्रिया र मापदण्डहरूको विस्तृत व्याख्या यसको निर्देशिका (Guidelines for Applicants) मा उल्लेख भए बमोजिमको हुने छ।
- (ख) अख्तियारवालाले यस कार्यविधि प्रयोग गर्दा गरेको व्याख्याबाट कुनै संस्था वा व्यक्ति विशेषलाई मर्का परेमा त्यस्तो मर्का पर्ने संस्था वा व्यक्ति विशेषले रजिष्ट्रार मार्फत परिषद् समक्ष निवेदन दिन सक्नेछ।
- (ग) उपखण्ड ३ (ख) बमोजिम पर्न आएको निवेदनको सम्बन्धमा परिषदले गरेको व्याख्या अन्तिम हुनेछ।
- (घ) यस कार्यविधिमा व्यवस्था भएका प्रावधानहरूको बारेमा जानकारी प्राप्त गर्नु सम्बन्धित व्यक्तिको कर्तव्य हुनेछ।

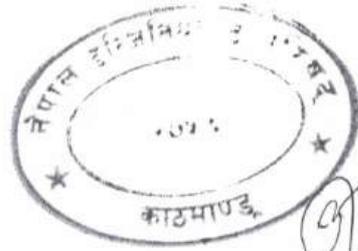
परिच्छेद — २

व्यावसायिक इन्जिनियरको योग्यता तथा आवेदन दर्ता

४. साधारण दर्तावाला इन्जिनियरको रूपमा परिषदमा दर्ता भई देहाय बमोजिमको योग्यता पुगेका इन्जिनियरले व्यावसायिक इन्जिनियरमा नाम दर्ता परीक्षाको लागि आवेदन दिन सक्नेछन्।

- क) सम्बन्धित इन्जिनियरिङ विषयमा स्नातकोत्तर उपाधि हासिल गरी साधारण दर्तावाला

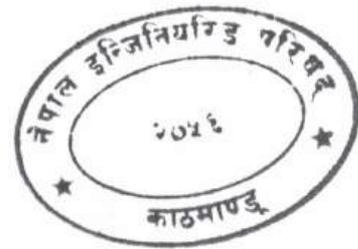
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इन्जिनियरको रूपमा कम्तीमा सात वर्षको कार्यानुभव भएको,

- ख) अन्य योग्यता निर्देशिकामा तोके बमोजिम हुने छ।
५. खण्ड (४) मा उल्लेख भएको आवेदनको ढाँचा नियमावलीको अनुसूची २ (क) बमोजिमको हुनेछ।
६. खण्ड (४) बमोजिम आवेदन दिने इन्जिनियरले अनुसूची १ बमोजिमको शुल्क परिपदको खातामा जम्मा गरेको भौचर/प्रमाण समेत संलग्न गरेको हुनु पर्नेछ।
७. खण्ड (४), (५) र (६) बमोजिम पेश भएका आवेदन तथा कागजातहरू सक्कल प्रमाण-पत्रहरूको आधारमा रुजु गरि सक्कल प्रमाणपत्रहरू (बैंक भौचर/प्रमाण बाहेक) निवेदकलाई फिर्ता गर्नु पर्नेछ।
८. खण्ड (४), (५), र (६) बमोजिमको आवेदन तथा संलग्न प्रमाणपत्र र अन्य कागजातहरूको प्रारम्भिक जाँच गरी रजिष्ट्रारले कागजात मूल्यांकन समितिमा पेश गर्नुपर्ने छ।
९. खण्ड (४), (५), र (६) बमोजिमको आवेदन तथा संलग्न प्रमाणपत्र र अन्य कागजातहरूको प्रारम्भिक जाँच गर्दा केहि अपुग भएमा सात दिन भित्र रजिस्ट्रारले आवेदकसंग थप कागजात माग गर्नेछ।
१०. पेश भएका आवेदन तथा अन्य कागजात मूल्यांकन समितिमा नियमावलीको नियम ३क को (ख) बमोजिम न्यूनतम योग्यता र कार्यानुभवको परिक्षण पश्चात देहाय अनुसार तीन चरणमा मूल्यांकन गरिनेछः-
- क) व्यावसायिक योग्यता (Professional Competence) को मूल्यांकन,
- ख) लिखित परीक्षा र
- ग) अन्तरवार्ता।
११. खण्ड (१०) बमोजिम मूल्यांकनका चरणहरूमा तोकिएको मापदण्ड नपुगेमा अर्को चरणको मूल्यांकनमा समावेश गरिने छैन।
१२. व्यावसायिक इन्जिनियरको मूल्यांकन गर्दा समितिले "Professional Engineers' Registration Working Procedure, 2025", Guidelines for Applicants निर्देशिका अनुसारको प्रक्रियामा राष्ट्रिय तथा अन्तर्राष्ट्रिय विज्ञहरूलाई संलग्न गराउन सक्नेछ। यसरी गरिने मूल्यांकनमा समावेश गरिने विज्ञहरू व्यावसायिक इन्जिनियर हुनु पर्नेछ।

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परिच्छेद-३

समिति

१३. ऐनको दफा १४ बमोजिम गठित समितिको ऐन, नियमावली, र "साधारण दर्तावाला इन्जिनियरिंग व्यावसायी दर्ता परीक्षा संचालन कार्यविधि २०७९" मा उल्लेखित काम, कर्तव्य र अधिकार यस कार्यविधि बमोजिमको अधिकार आफै वा मूल्यांकन समितिद्वारा गराउन सक्नेछ।

१४. मूल्यांकन समितिको गठन: खण्ड (४), (५) र (६) बमोजिम व्यावसायिक इन्जिनियर दर्ताको लागि पेश भएका आवेदन तथा कागजातहरू खण्ड १० बमोजिम मूल्यांकन गर्न मूल्यांकन समिति गठन गरिनेछ।

१५. खण्ड (१४) बमोजिमको मूल्यांकन समितिको गठन निम्न अनुसारले गरिनेछ:

(क) परिषद्को अध्यक्ष — संयोजक,

(ख) परिषद्का सदस्यहरूबाट व्यावसायिक इन्जिनियर एक जना — सदस्य,

(ग) नेपाल सरकारका विभाग, संस्थान, मन्त्रालयमा वा विश्वविद्यालयमा कार्यरत व्यावसायिक इन्जिनियरहरू मध्येबाट परिषद्ले मनोनित गरेको दुई जना — सदस्य,

(घ) इन्जिनियरिङ्ग पेशामा संलग्न भएका कम्तिमा १५ वर्ष अनुभव प्राप्त व्यावसायिक इन्जिनियरहरू मध्ये परिषद्ले मनोनित गरेको एक जना — सदस्य,

(ङ) रजिस्ट्रार — सचिव

आवश्यकता अनुसार विशेषज्ञहरूलाई यस मूल्यांकन समितिले आमन्त्रण गर्न सक्नेछ।

खण्ड (१५) (ख) को सदस्यको लागि व्यावसायिक इन्जिनियर परिषद्का सदस्य नभएको हकमा अन्य सदस्य हुन सक्ने छन्।

१६. खण्ड (१४) बमोजिम गठित मूल्यांकन समितिको पदावधि दुई वर्षको हुने छ वा आफ्नो साविकको पदबाट मुक्त भएमा सो पद स्वतः रिक्त हुनेछ।

१७. मूल्यांकन समितिको काम, कर्तव्य र अधिकार

(क) मूल्यांकन समितमा प्राप्त भएका आवेदनहरूको श्रेस्ता व्यवस्थित किसिमले राख्ने,

(ख) निवेदकद्वारा पेश गरिएका दक्षता अभिलेख तथा अन्य योग्यता सम्बन्धी जानकारी लिने र प्रमाणिकताको जाँच गर्ने गराउने।

(ग) परिषद्ले तोकिदिएको प्रक्रिया पुरा गरे नगरेको जाँचबुझ गर्ने गराउने।

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- (घ) आवेदन तथा संलग्न कागजातहरू पुनरावलोकनको साथै आवेदकको न्यूनतम योग्यता तथा कार्यानुभवको जांच, व्यावसायिक योग्यताको मूल्यांकन, लिखित परीक्षा तथा अन्तरवार्ता संचालन गर्न परिषद्को स्वीकृत निर्देशिका बमोजिमका अन्य प्रक्रिया पुरा गरी सफल भएका निवेदकहरूको नाम दर्ताको लागि परिषद्मा सिफारिस गर्ने।
- (ङ) व्यावसायिक इन्जिनियरहरूको दर्ता नवीकरण गर्न निर्देशिका अनुसार उपयुक्त व्यक्तिलाई परिषद्समक्ष सिफारिस गर्ने।

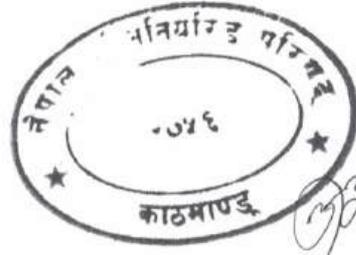
१८. खण्ड १७(घ) बमोजिम सिफारिश गर्दा निवेदकको विशेषज्ञताको विषय समेत खुलाउनु पर्नेछ।
१९. समितिका संयोजक तथा सदस्यहरूले यस कार्यविधि बमोजिम बैठक बस्दा परिषद्को नियम अनुसार भत्ता पाउनेछन्।
२०. खण्ड १७ (घ) बमोजिम सिफारिश भएका व्यक्तिहरूलाई परिषद्ले व्यावसायिक इन्जिनियरको उपाधि प्रदान गर्नेछ।
२१. खण्ड (२०) अनुसार उपाधि प्राप्त व्यक्तिहरूलाई नियमावलीको अनुसूची ८ को ढाँचामा बहाल अवधि तोकि प्रमाणपत्र दिनु पर्नेछ।
२२. यस कार्यविधि बमोजिम प्रमाणपत्र प्राप्त गर्ने व्यावसायिक इन्जिनियरसँग व्यवसाय प्रति इमान्दार, बफादार तथा कर्तव्यनिष्ठ रहने व्यहोरा उल्लेख भएको नियमावलीको अनुसूची (६) बमोजिमको ढाँचामा प्रतिज्ञापत्रमा हस्ताक्षर गराउनुपर्नेछ।

परिच्छेद-४

दर्ता प्रमाणपत्रको नवीकरण

२३. व्यावसायिक इन्जिनियरको दर्ता प्रमाणपत्रको बहाल अवधि पाँच वर्ष हुनेछ।
२४. खण्ड (२३) अनुसारको अवधि समाप्त हुनु दुई महिना अगावै नवीकरणको लागि **Registration for Title of Professional Engineer, Guidelines for Applicants** निर्देशिकामा उल्लेख भए बमोजिमको आवेदन र अनुसूची १ बमोजिमको नवीकरण दस्तुर बुझाउनु पर्नेछ।
२५. खण्ड (२४) बमोजिमको आवेदनका साथ निरन्तर व्यावसायिक विकास (Continuous Professional Development: CPD) कार्य गरेको कागजात संलग्न गर्नु पर्नेछ।
२६. आवेदकले निरन्तर व्यावसायिक विकासको कार्यहरूमा तोकिएको मापदण्ड पुरा भएको मूल्यांकन समितिले सिफारिस गरेमा र परिषद्ले तोकेको प्रक्रिया पुरा गरेको देखिएमा व्यावसायिक इन्जिनियरको दर्ता-प्रमाण पत्र नवीकरण गर्न सक्नेछ।
२७. व्यावसायिक इन्जिनियरको दर्ता प्रमाणपत्रको बहाल अवधि समाप्त भएको मितिले ६ महिना भित्र

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अतिरिक्त दस्तुर समेत संलग्न गरि आवेदन दिएमा व्यावसायिक इन्जिनियरको दर्ता—प्रमाण पत्र नविकरण गर्न सक्नेछ।

२८. खण्ड (२७) मा तोकिएको अवधि भित्र व्यावसायिक इन्जिनियर दर्ता—प्रमाण पत्र नविकरण नभएमा सो दर्ता प्रमाणपत्र स्वतः खारेज हुनेछ।
२९. खण्ड (२७) बमोजिमको समयावधि भित्र व्यावसायिक इन्जिनियरको दर्ता—प्रमाण पत्र नविकरण नगरी खारेज भएमा पुनः नाम दर्ता गर्न सम्पूर्ण प्रक्रिया नयाँ दर्ता सरहको हुनेछ।
३०. निरन्तर व्यावसायिक विकास सम्बन्धी मूल्यांकन शर्त र अन्य मापदण्ड निर्देशिकामा उल्लेख भए अनुसारको हुनेछ।

परिच्छेद—६

आचार संहितासम्बन्धी व्यवस्थाहरू

३१. व्यावसायिक इन्जिनियरले परिषद् नियमावलीको नियम (१८) मा उल्लेखित व्यावसायिक आचार संहिताको पूर्ण रूपले पालन गर्नु पर्दछ।
३२. व्यावसायिक इन्जिनियरले आफ्नो हस्ताक्षर गरेको ठाउँमा आफ्नो दर्ता नम्बर अनिवार्य रूपमा लेख्नु पर्नेछ।
३३. व्यावसायिक इन्जिनियरले आचार संहिताको उलंघन गरेको ठहर भएमा परिषद्ले नियमावलीको नियम (२३) र (२४) बमोजिम कारवाही गर्नेछ।

परिच्छेद—७

विविध

३४. अन्यत्र मान्यता प्राप्त संस्थाहरूबाट व्यावसायिक इन्जिनियरको प्रमाणपत्र प्राप्त गरेका इन्जिनियरहरूले तोकिएको न्यूनतम योग्यता पुगेमा PEng (NPL) को लागि आवेदन दिन सक्ने छन्।
३५. खण्ड (३४) बमोजिम आवेदनका साथमा अनुसूची १ बमोजिमको शुल्क बुझाउनु पर्ने छ।
३६. खण्ड (३४) बमोजिम पेश भएका आवेदनहरूको दर्ता प्रक्रिया निर्देशिकामा तोकिए बमोजिम हुने छ।
३७. व्यावसायिक इन्जिनियरले आफ्नो पहिचानको लागि छुट्टै छाप बनाएर प्रयोग गर्न सक्नेछन्।
३८. खण्ड (३७) अनुसारको छापको नमुना अनुसूची २ बमोजिमको ढाँचामा हुनेछ।

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३९. व्यावसायिक इन्जिनियरले आफ्नो सम्पूर्ण व्यावसायिक प्रतिवेदन, नक्शा, डिजाइन, तथा प्रमाणित गरेका कागजातहरूमा आफ्नो छाप अनिवार्य रूपले प्रयोग गर्नु पर्नेछ।

४०. व्यावसायिक इन्जिनियरले आफ्नो नामको पछाडि PEng (NPL) उपाधि राख्न सक्ने छन्।

४१. खारेजी र बचाउ:

क) व्यावसायिक इन्जिनियर नाम दर्ता सम्बन्धी विनियमावली, २०७२ (दोश्रो संशोधन २०७९ सहित) खारेज गरिएको छ।

ख) 'व्यावसायिक इन्जिनियर दर्ता सम्बन्धी विनियमावली, २०७२ (दोश्रो संशोधन २०७९ सहित) बमोजिम भए गरेका काम कारवाही यसै कार्यविधि बमोजिम भएको मानिने छ।

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अनुसूची १

(व्यावसायिक इन्जिनियर दर्ता सम्बन्धी शुल्क)

१. आवेदन दस्तुर: रु. ३,०००.०० (तीन हजार)
२. दर्ता दस्तुर: रु. २०,०००.०० (बिस हजार) (नियमावलीको नियम ९ बमोजिम)
३. नवीकरण शुल्क: रु. १०,०००.००० (दश हजार)
४. नवीकरण शुल्कको अतिरिक्त (विलम्ब) शुल्क: रु. ५,०००.०० (पाँच हजार)
५. अन्यत्र दर्ता भएका व्यावसायिक इन्जिनियरले PEng (NPL) को लागि (Registered Route) दर्ता शुल्क: रु. १०,०००.०० (दश हजार)

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अनुसूची २

व्यावसायिक इन्जिनियरले प्रयोग गर्ने छाप सम्बन्धी

व्यावसायिक इन्जिनियरले प्रयोग गर्ने छापको नमुना निम्न अनुसारको हुने छः-

(Name), PEng(NPL)

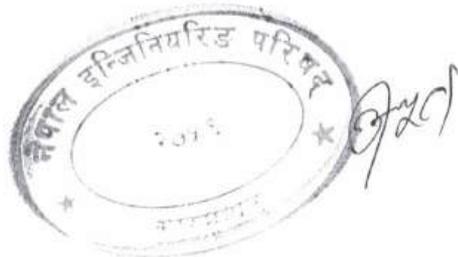
Nepal Engineering Council

Regd. No.

PEng Title Validity: from to

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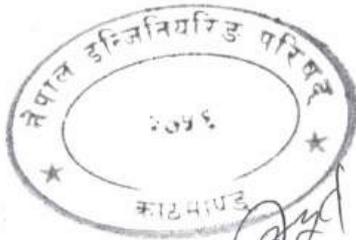
NEPAL ENGINEERING COUNCIL

PROFESSIONAL ENGINEERS' REGISTRATION WORKING PROCEDURE 2025

GUIDELINES FOR APPLICANTS

Minbhawan, Kathmandu

2025



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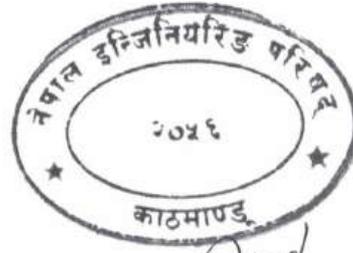
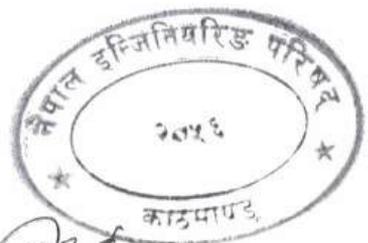


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1. INTRODUCTION

1.1 TITLE OF THE PROFESSIONAL ENGINEER

The Nepal Engineering Council (NEC) was established in 1999 by the promulgation of Nepal Engineering Council Act, 1999 (the first amendment, 2022) for promoting the engineering profession and mobilize it in a systematic and scientific manner in Nepal. Furthermore, NEC is mandated to register the individual engineers as per their qualifications they acquired. Similarly, NEC shall take care the capacity building activities of the Nepalese engineers in their respective professional field. Nepal Engineering Council Rules, 2001 (third amendment, 2023) has categorized the engineers into the ordinary, professional and non-Nepalese (foreigner) Engineers. As per the prevailing rules and guidelines, NEC started the registration of Professional Engineer (PE) since 2018. The amendment of the NEC rules in 2023, an ordinary registered Engineer with the Master's level academic qualification (in relevant engineering subjects) is eligible as an applicant for this title. At the same time, he shall acquire the professional experience of minimum of seven years after the master's level in engineering. The applicant shall pass the criteria of specific professional competencies, written examination and the interview to hold the title of Professional Engineer in Nepal.

The title of **Professional Engineer (PE)** represents a significant professional milestone for engineers, showcasing their advanced ethical standards, technical expertise, and ability to practice engineering competently. This prestigious designation is recognized in several countries, albeit under different names:

- In the **USA** and **Canada**, the title is known as **Professional Engineer (PE)**.
- In **Australia** and **New Zealand**, it is referred to as **Chartered Professional Engineer (CPEng)**.
- In the **UK** and **Ireland**, the designation is **Chartered Engineer (CEng)**.

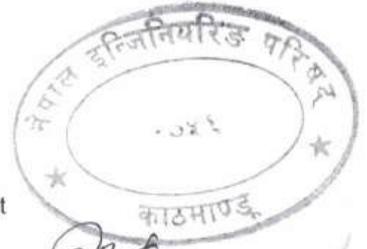
The **International Professional Engineers Agreement (IPEA)**, under the umbrella of the **International Engineering Alliance (IEA)**, facilitates global recognition of professional engineering qualifications. This multinational agreement sets a standard of competence for professional engineers and enables member organizations to maintain an **International Professional Engineers Register**. Engineers listed in this register are awarded the title **International Professional Engineer (IntPE)**, signifying their ability to practice internationally according to a recognized standard of excellence.

1.2 ROLE OF PROFESSIONAL ENGINEER

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ABBREVIATIONS

CAD	Computer Aided Design
CEng	Chartered Engineer
CPD	Continuing Professional Development
CPEng	Chartered Professional Engineer
CR	Career Report
EC	Evaluation Committee
GoN	Government of Nepal
ICT	Information and Communication Technology
IEA	International Engineering Alliance
IntPE	International Professional Engineer
IPEA	International Professional Engineers Agreement
IT	Information Technology
NEC	Nepal Engineering Council
NPL	Nepal
NRs.	Nepali Rupees
PE	Professional Engineer
PES	Professional Engineering Services
PPA	Public Procurement Act
PPMO	Public Procurement Monitoring Office
PPR	Public Procurement Rules
RE	Registered Engineer
WTO	World Trade Organization



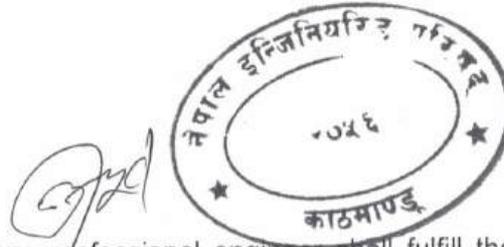
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The role or the practice of a senior or mature professional engineer shall fulfill the competency standards mentioned in these guidelines. Generally, a senior is required to take responsibility for engineering projects and programs in the most important sense of professionalism, which can be associated with the following aspects:

- reliability in functioning of all components, sub-systems and technologies used; their integration to form a complete, sustainable and self-consistent system,
- understanding the requirements of clients, wide ranging stakeholders and of society as a whole,
- optimizing social, environmental and economic outcomes over the full lifetime of an engineering product or program,
- interacting effectively with other disciplines, professions and people; and ensuring that the engineering contribution is properly integrated into the totality of the undertaking,
- Adhering the responsibility to interpret the technological possibilities to the society, business and the government to ensure the consequences of policy decisions concerning to the costs, risks and limitations for any desirable outcome.

In many cases of practice, a Professional Engineers shall take the responsibility to conveying knowledge from multiple sources for developing solutions to the complex problems and issues. The work of a Professional Engineers can be considered as an intellectual in nature, because they are concerned with the advancement and the development of new technologies and their applications through innovation, creativity and change. The research and innovation are also important role of a Professional Engineer while advancing the science of engineering and with developing new principles and technologies. Similarly, a Professional Engineer may contribute to the continual improvement in the practices of engineering and in formulating and updating the codes and standards that govern the profession.

Managing the team appropriate to the activities, developing and leading the organization efficiently in any engineering field are considered as the major scope of a senior or Professional Engineer.

1.3 BENEFITS OF BECOMING PROFESSIONAL ENGINEER

Securing the title of Professional Engineer provides a badge of credibility to an engineer and is a clear demonstration of their ability. Engineers should take pride in their skills and abilities and the title of Professional Engineer can be seen as a formalization of this. The title of Professional Engineer also holds a status that is not just relevant to the Nepali context but also relevant in the wider engineering profession. The title of "Professional Engineer" (PE) carries several benefits, which may vary by country and region, but generally include:

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- **Legal Authority:** PEs often have legal authority to approve and sign off on engineering plans and projects of most complex nature and significance. This means they can take responsibility for the safety and effectiveness of their work with highest quality assurance.
- **Increased Career Opportunities:** Many job postings for engineering positions, especially in the international positions or highly regulated industries, require or prefer candidates with a PE license. Having a PE title an engineer makes himself more competitive in the job market.
- **Enhanced Credibility:** Being a PE signifies that he has met rigorous education, experience, and examination requirements. This can boost your credibility and reputation among colleagues, employers, and clients. In many organizations, having a PE license can lead to faster career advancement and higher responsibilities in the engineering field.
- **Global Recognition:** The PE title is recognized internationally, making it easier to work on projects in different countries or collaborate with engineers from around the world. PEs often have the option to work as consultants, providing expertise and advice to a wide range of clients including international positions.
- **Ethical Responsibility:** PEs are bound by a strict code of ethics, which can help guide their decision-making and ensure the safety and well-being of the public.
- **Quality Assurance:** PEs play a critical role in ensuring the quality and safety of engineering projects, which can have a significant impact on public safety.
- **Continuing Education:** To maintain their PE status, engineers often need to engage in ongoing professional development, which can keep their knowledge and skills up-to-date.
- **Professional Network:** Becoming a PE can help to build a valuable professional network, connecting with other licensed engineers and industry experts.

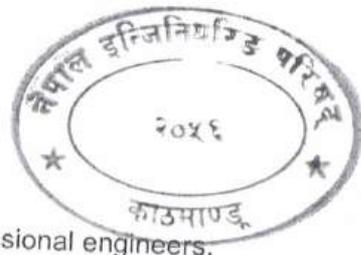
It's important to note that the specific benefits of a PE title may vary depending on the engineering discipline and location.

The Government of Nepal (GoN) and other organizations, through legal provision, may introduce requirements for particular engineering roles and responsibilities to be carried out only by engineers who hold the Professional Engineer's title.

1.4 CODE OF CONDUCT

A "Code of Conduct for Professional Engineers" typically refers to a set of ethical guidelines and principles that engineers are expected to adhere to in their professional practices. These codes are often developed to ensure that engineers uphold high standards of professionalism, integrity, and responsibility. While specific code of conduct may vary by country and engineering discipline, there

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are common principles that are generally expected of professional engineers.

All engineers working in Nepal must adhere to the NEC Code of Conduct as per Rule 18 of the NEC Regulation, 2001 (third amendment, 2023). The title of Professional Engineer brings further responsibility in terms of professional conduct and adhering to the code of conduct. The title of Professional Engineer can be removed in cases of misconduct as stated in the NEC Act & Regulations and the Working Procedures of the NEC related to the PEng (NPL) title.

The code of conduct for the Professional Engineers can be elaborated as mentioned below.

- **Discipline and honesty:** To conduct engineering service/business in a disciplined manner with honesty and integrity in a manner that does not contrary with professional dignity and interests.
- **Courtesy and Confidentiality:** Customers related to engineering business should be treated with courtesy in the course of business and professional information related to the customer should not be disclosed to anyone else without the customer's approval. Provided that, it is not considered that there is a restriction to disclose such information to the relevant authorities according to the prevailing law.
- **Non-discrimination:** No discrimination shall be made between customers on the basis of religion, race, gender and caste or any other matter while using professional knowledge and skills.
- **Should only do related professional work:** Should only do professional work within the field related to the subject studied or the acquired knowledge and skills or make suggestions or recommendations related to it. Regarding the work related to the subject that does not fall within your business area, you should recommend the relevant expert.
- **Do not do things that are harmful to the engineering business:** Should not do any improper activities that are harmful to the engineering business, other than the remuneration, allowances and facilities for providing the services provided.
- **Personal responsibility:** In the context of engineering business, every work that you do should be done in such a way that you are personally responsible.
- **Name, position and registration no. need to be disclosed:** When signing documents and details related to the engineering business, including maps, designs, specifications, estimates, etc., your name, position and registration no. should be mentioned in a way that is clearly understood.
- **Do not promote and advertise in a way that causes unnecessary influence:** You should not

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promote and advertise in a way that unnecessarily influences the customers (clients) in relation to your business activities.

- Not be made to work on the basis of badness.
- Not to be performed any work with negligence and recklessness.
- False or fake reports or reports that are different from the facts should not be prepared or recommended during any examination.

A member who shall be convicted by a competent tribunal of criminal offence, which in the opinion of the disciplinary body renders him unfit to be a member, shall be deemed to have been guilty of improper conduct.

1.5 PROFESSIONAL ENGINEERS' REGISTRATION WORKING PROCEDURE

The Nepal Engineering Council (NEC) has introduced the Professional Engineers' Registration Working Procedure, 2025, which outline the official procedures for awarding the title Professional Engineer (PEng) in Nepal, denoted as PEng (NPL).

The development of these Guidelines aligns with the Professional Engineers' Registration Working Procedure, 2025, ensuring compliance with national and international standards for professional engineering qualifications. This initiative aims to establish a clear pathway for engineers in Nepal to achieve professional recognition, reinforcing their credibility and competence in both local and global contexts.

1.6 RENEWAL OF PENG TITLE

The Professional Engineer (PEng) title awarded by the Nepal Engineering Council (NEC) is valid for a period of five years. Engineers holding the PEng (NPL) title must apply for renewal before the expiration of the five-year validity period. The fees and other procedure for the renewal have been mentioned in the "Professional Engineers Registration Working Procedure, 2025". The application form is provided in **Appendix Ia**. The renewal process ensures that Professional Engineers:

- Remain Actively Engaged: They must demonstrate that they have been continuously practicing as engineers during the validity period, and
- Maintain Continuous Professional Development (CPD): The renewal process emphasizes the importance of lifelong learning and professional growth.
- Supporter's recommendation on the submitted CPD record and the application.

1.7 CONTINUOUS PROFESSIONAL DEVELOPMENT

At the time of the award of PEng (NPL), each individual is provided with the guide to maintain

his/her Continuous Professional Development (CPD) Records and submit to the council every year. All the CPD records received from the PEs are properly indexed and filed. These files are reviewed each year by the evaluation Committee. The CPD reports will be reviewed by the Committee and the feedback are sent to the respective PEs. The final review of the yearly CPD records during five-year durations are taken as the main criteria for the renewal of the PE Title. The Evaluation Committee shall prepare the report of the evaluation and recommends for the renewal of the PE title.

2. PE APPLICATION ROUTES

There are two possible routes for applicants to apply for the title of Professional Engineer (PE) as shown in Figure 1.

2.1 PE STANDARD ROUTE

The eligibility of the applicants in this route as mandated in the NEC rules is the minimum experience of seven years after graduation (Master's degree in the engineering discipline) from the recognized University. Furthermore, applicant shall have the minimum two years of significant responsibility in the profession. The Master's degree in engineering shall be recognized by the NEC as per the NEC Act and rules. Assessment of Competence Standards, written examination and interview are the stages of the evaluation for awarding the PE title by NEC. This title is valid for five-year period. After this period, PE title shall be renewed based on the requirements of Continuous Professional Development (CPD) records and working procedures for this purpose.

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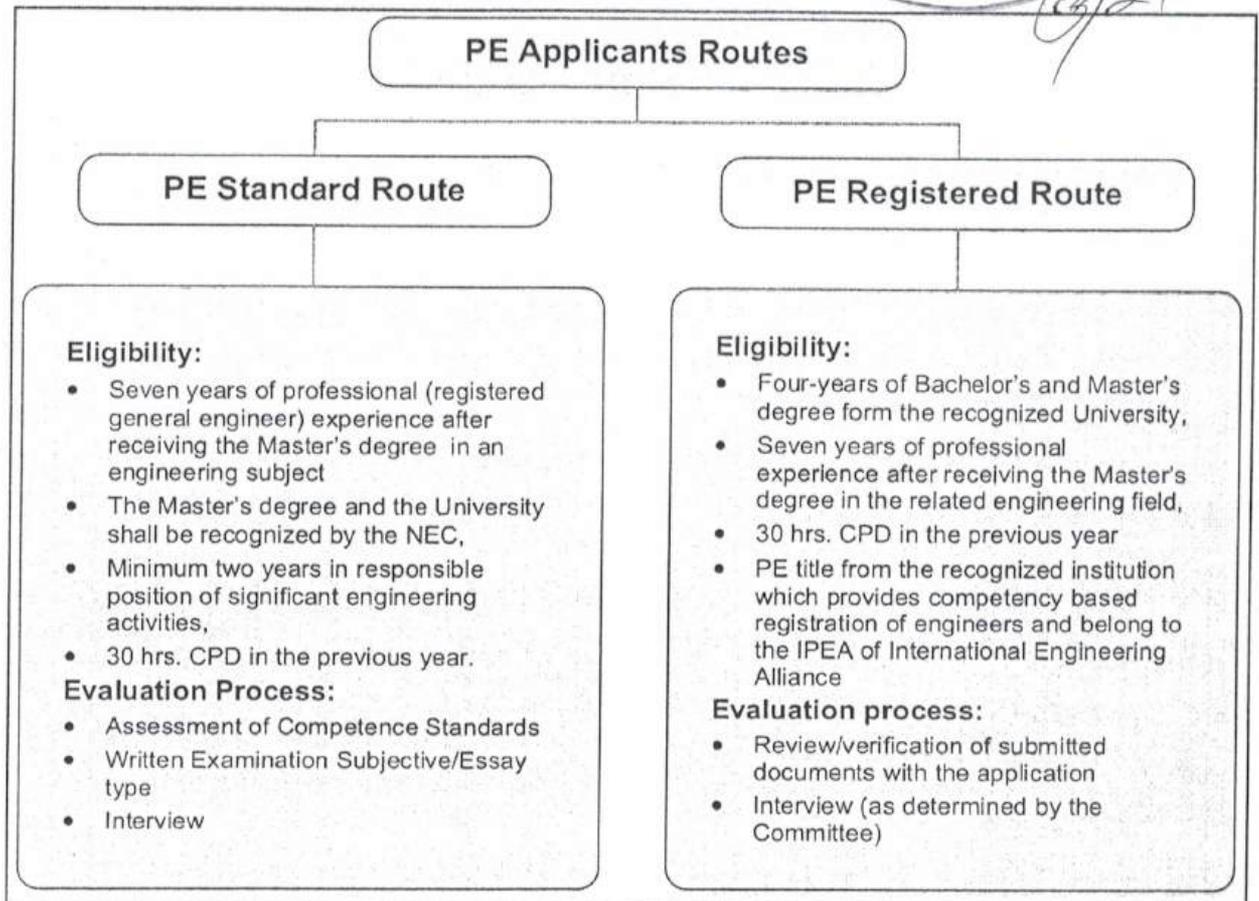


Figure 1: PE applicants' category and registration routes

2.2 PE REGISTERED ROUTE

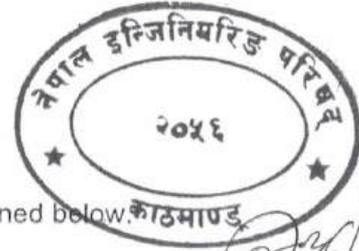
An engineer (with the Bachelor's and Master's degree from recognized university) having the PE title from the recognized and competent institutions (associated with the IEA of International engineering Alliance) can apply for the PE title in Nepal. After the review of the application, Evaluation Committee decides the awarding criteria and conditions for the Registered PE. The validity period of the Registered PE shall be taken as five years. The renewal process is as per the criteria mentioned in the guidelines. The NEC shall conduct an orientation training (half-day duration) before awarding the PEng (NPL) title for the registered routes.

If the candidate, is not the General Registered Engineer in the NEC, then he/she shall take the written examination together with the candidates of the Standard Route.

3. REGISTRATION PROCESS FOR PE SANDARD ROUTE

The standard route of PE registration process is comprised several step-by-step procedures of evaluation of the competency as well as ethical aspects of the applicant. The brief process of the

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registration is given in Figure 2. The brief procedure is explained below.

3.1 STEP BY STEP PROCEDURE

The registration process for the standard route for PE consists of detail review of competencies framework submitted by the candidate, written examination and interview. The step-by-step procedure is described below.

3.1.1 Self-assessment

The self-assessment of the eligibility for academic qualifications and the professional experiences is the responsibility of the applicant. The candidate shall be aware of all requirements and prepare the set of documents for the application. The documentation of the application is expected of high quality with well-managed supporting credentials. The indexed or perfectly managed file/folder shall be prepared during this stage of the PE application. In this step of the application, candidate shall assess the own eligibility and compile the required documents for PE.

3.1.2 Review by the Supporters

Candidate for the PE registration shall be recommended by two supporters. One supporter can be chosen by the applicant and another supporter will be nominated by the NEC Evaluation Committee. Candidate shall consult with the supporters at each stage of the application submission. Supporters are chosen from the previous PE registered at NEC or the PE from the IEA associated institutions. The supporters review the eligibility requirements, competence of the candidate and recommend the applicant for registration by filling the **Appendix II** (Confidential Supporter's Report Form). The sealed form shall be sent to the name of Chair of the Evaluation Committee of PE.

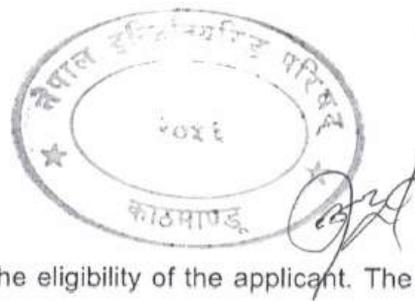
3.1.3 Application Submission

Nepal Engineering Council (NEC) shall mark or note down application as the content review of the required documents. If any non-conformity in the documents, the application will not be accepted. The candidate shall assure the submission of the all required documents. After the preliminary review of the document-content, application will be endorsed at the NEC and registration number is given to the applicant. The application shall contain the check-list or the table of content. The application form is provided in the **Appendix I**.

3.1.4 Confirmation of eligibility

The registered applications shall be handed over to the Evaluation Committee (EC). Each of the application will be reviewed for eligibility. Applications will be examined in detail for the acquired academic degree and the professional experiences for the eligibility. The duration of professional experiences in the relevant engineering field is assessed. Similarly, the achievement of CPD during

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the previous year shall be confirmed for the eligibility of the applicant. The eligible applications are confirmed for further evaluation. The Evaluation Committee (EC) has right to reject the ineligible applications and notified to the applicant.

3.1.5 Review of Professional Competence Standards

The assessment of applicant's professional competence as mentioned in the 'Competence Framework' is evaluated based on the competence standards, indicators and achievement range of indicators. The range of achievement records are evaluated on the basis of the written statements on the respective activities by the applicants. The range of achievement records shall be supported or justified by the applicant's '**Career Report (CR)**' and other relevant documents in the application. The review of the professional experiences for the competencies is managed by the applicant in the respective field of expertise. The details of the competence standards and respective indicators are given in the **Appendix IV** (Competence Framework) of this Guidelines. The evaluation committee shall prepare the tabulation of the review results of the reviewers. The threshold the evaluation of competence indicators is the average score of 3 on the 1 to 5 rating scale. The successful candidates at this stage are informed for the next stage evaluation by written examination. The unsuccessful candidates are notified individually with the feedback on each indicator of evaluation.

3.1.6 Written Examination

The written examination is aimed at the assessment of candidate's knowledge and understanding of engineering principles, ethics, professional conduct and codes of practice. It is often based on the area of engineering in which the candidate is seeking recognition (as per the respective competency of the candidate). Candidate will be informed about the areas (from the review report of the competence framework), for the written examination. The examination is carried out in the form of subjective questions (an essay type questions).

The written examination is carried out for the assessment of the skill for the logical interpretation of their personal views of professional opinion on important topics relevant to the professional practice of engineering, as well as to demonstrate their communication skills. It is important that the essays are based on the applicant's own opinions, arguments, conclusions and analysis, and do not include large amounts of quoted text or arguments from other sources. The details of the written is described in the subsequent topic of this guidelines.

3.1.7 Interview

The successful candidate in the written examination are required to attend interview for final stage PE registration process. The interview panel is comprised of the members of evaluation committee and the external experts. The candidate has to demonstrate his communication and presentation

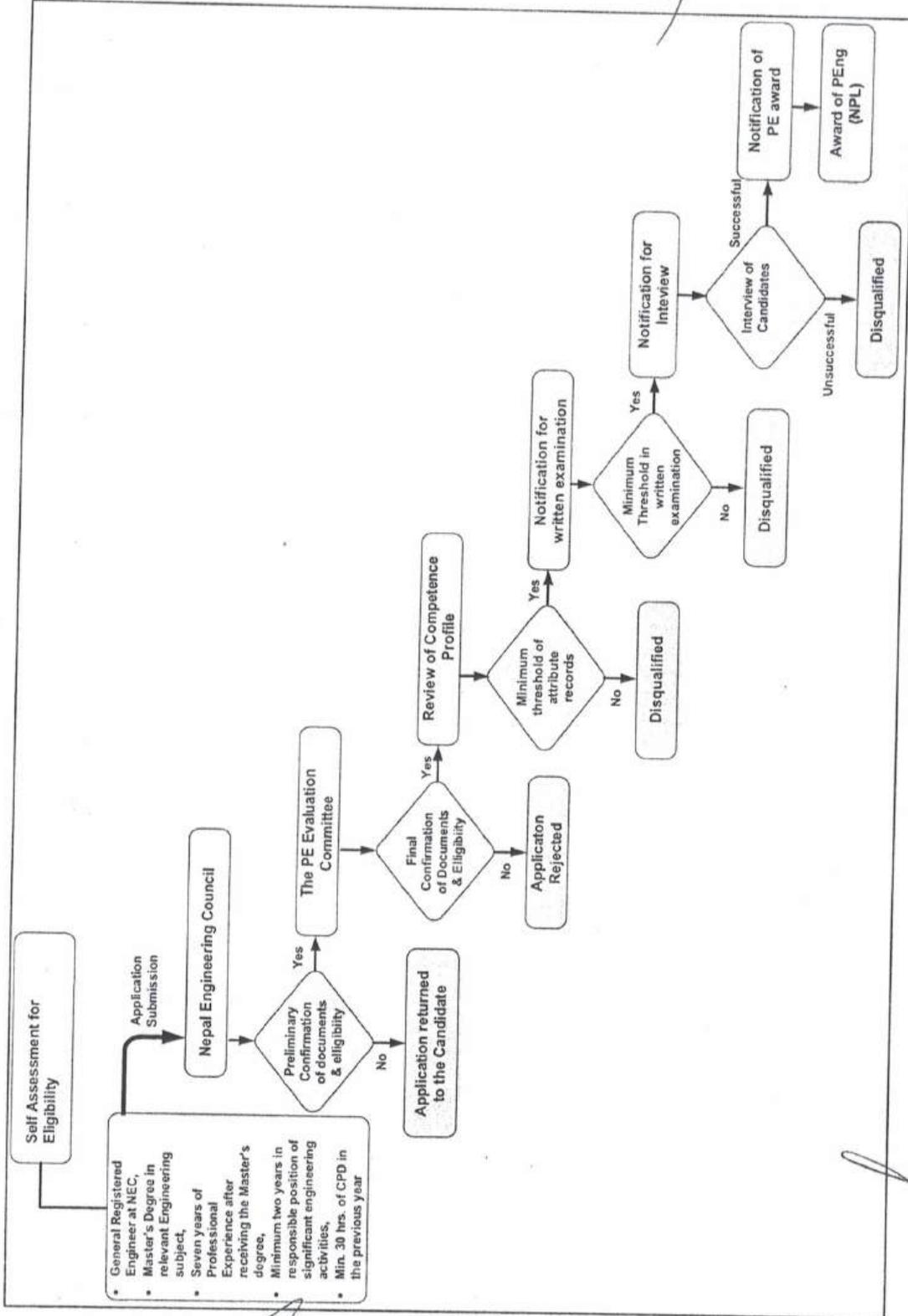
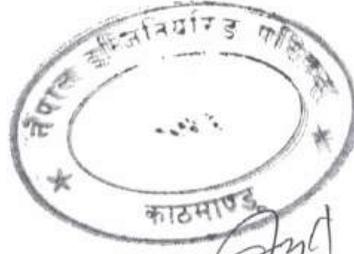


Figure 2: Registration procedure for PE (Standard Route)

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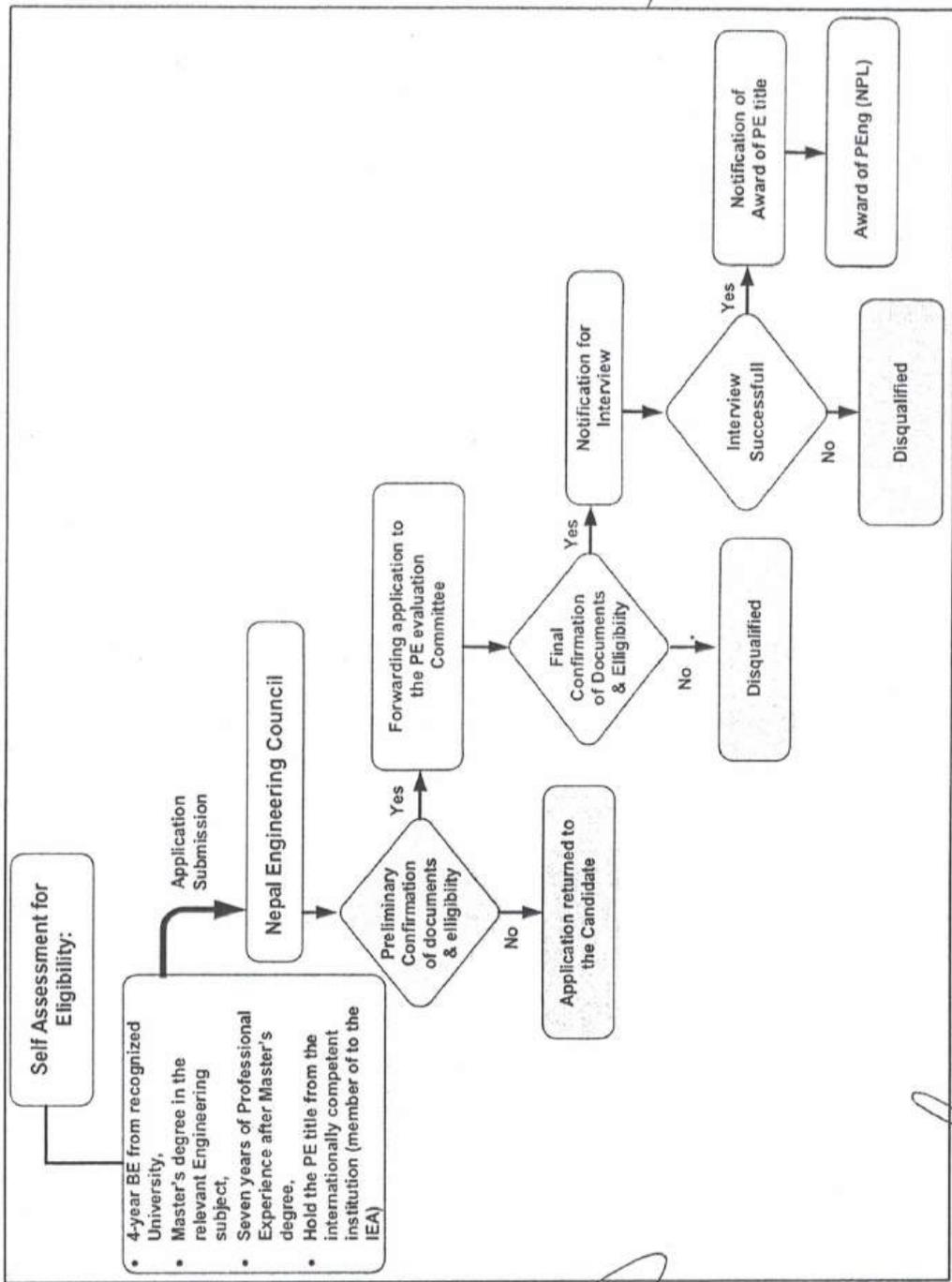


Figure 3: Registration procedure for PE (Registered Route)

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4. APPLICATION FILE

The registration procedure is started with the submission of the application and other relevant supporting documents. The details of the application form and the other documents shall be properly compiled to form a complete file. The application file contains the following document sets as below.

4.1 APPLICATION FORM

The application form is given in the **Appendix I**. The PE registration procedure is started with the submission of the paper-based application. The application form has seven sections:

- Section A: Applicant Details: Basic information regarding the applicant, e.g. name, contact details, etc.
- Section B: Application Route: Indicate under which route the applicant is applying, i.e. Standard Route, or registered route,
- Section C: Background and Expertise: Indicate under which discipline academic experience was gained and in which field of expertise professional experience was gained
- Section D: information on the 'Registered Engineer' at NEC or other foreign competent institutions (for Registered Route application).
- Section E: Documents Submitted with Application: Provide details of documents submitted with application form
- Section F: Declaration: Applicant must declare that all information and statements included in the application form, and in the accompanying documents, are true
- Section G: Supporters' name and address: Two engineers who hold the PE title or who hold professional membership from the IPEA member engineering bodies must support application. The supporters are expected to review the applicant's application prior to submission and to provide support as required to make sure that the application effectively represents. Support letter shall mention the strength of the candidate to get the PE title.

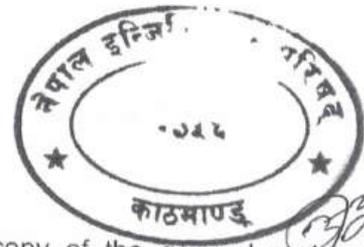
4.2 SUPPORTING DOCUMENTS

4.2.1 Personal information

Applicant shall make a set of personal identification documents such as Citizenship Certificate, employer's identity card and other documents for certifying their various activities related to the engineering professional competence.

4.2.2 Certificate of General Registration

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The applications for the both routes shall contain the copy of the general registration as an engineer. Applicants for the PE title (registered route) shall submit the notarized copy of the PE certificate (issues by the IPEA associated competent institution).

In the case of the application for the Registered Route, without the General Registration of NEC, the candidate shall attend the written examination with the Standard Route applicants. The validity of the registration for both cases is five years.

4.2.3 Supporter's Confidential Report

Two supporters shall separately submit the confidential reports to the NEC Office. Applicant shall confirm the submission of the Supporters' Confidential Report.

The confidential report shall be filled with carefully considering the competence profile prepared by the candidate. Furthermore, the supporter shall assess the candidate on the following aspects as mentioned in confidential report template.

- **Character:** This refers to the moral and ethical qualities of the applicant. It may include traits like honesty, integrity, and trustworthiness.
- **Professional Behavior and Conduct:** This involves how the applicant behaves and conducts themselves in a professional setting. It could encompass aspects like professionalism, courtesy, and respectfulness towards colleagues and clients.
- **Leadership Qualities:** This pertains to the applicant's ability to lead and inspire others. It may include attributes such as decisiveness, strategic thinking, and the ability to motivate and empower team members.
- **Effective Communication:** This focuses on the applicant's communication skills. It encompasses both verbal and written communication and includes factors like clarity, coherence, and the ability to convey ideas effectively.
- **Awareness and Responsibility Regarding Safety, Health, and Compliance of Code of Ethics:** This is about the applicant's understanding of and adherence to safety protocols, health standards, and ethical guidelines relevant to their field or profession. It reflects their commitment to maintaining a safe and ethical work environment.

These criteria provide a comprehensive framework for evaluating an applicant's suitability as Professional Engineer, ensuring that not only their technical skills but also their character and conduct align with the desired standards.

4.2.4 Competence Framework

Applicant shall carefully describe the achievement range of indicators as mentioned in the

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competence framework (given in the **Appendix-IV**). These indicators are comprised of the set of desired professional qualities (knowledge and skill and other activities related to the contribution to the profession). These have been briefly described in terms of the tasks performed or activities conducted/participated by the applicant throughout their professional experience. Applicants must demonstrate in their competence as per the respective indicators.

4.2.5 Career Report

Applicant shall prepare a Career Report (CR) as the supporting documents for the achievement range of competence indicators. The template for the CR is given in the **Appendix III**. It shall demonstrate the competence acquired with the accomplished responsibilities while working in the specific project. Similarly, the role of the applicant and project details shall also be mentioned in the CR.

It shall clearly show the eligibility of professional experience of seven years. Furthermore, the CR shall have clear indication of the significant project responsibility for the duration of two years as another eligibility for the PE registration. The template of CR is developed to complete into two parts as below:

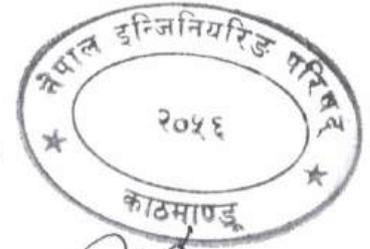
- The first part of the CR shall contain the general experience in the chronological order with the duration of involvement in the project or responsibility. It is recommended to mention the work experience with increasing levels of responsibility. Too much detail should be avoided, except to highlight the application of theoretical knowledge in solving problems encountered. The work experience less than two months are not desired to mention in the professional experience records.
- The second part of the CR shall contain the project description to demonstrate the significance of the role to lead to the specific unit or branch of the project. It shall be indicated with the attainment of the professional competence during the engagement in the project.

The CR is also meant to give the applicant a means of proving that he is aware of the core competencies expected for a Professional Engineer and that he has been guided by the competence standards necessary for the effective discharge of his duties. CR shall demonstrate the following attributes of the competence:

- Engineering knowledge and understanding,
- Design and development skills,
- Responsibilities, management and leadership skills,

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- Evaluation of outcomes of the engineering projects or systems,
- Communication and Interpersonal skills,
- Professional conduct



The candidate shall mention the level of acquired rating scale against each competence standards. The main objective of the CR is to convince the evaluation committee that an applicant possesses the required competence consistently in the work. Therefore, it shall not simply be a description of work carried out by the applicant, but must describe "why and how" the activities are related to the acquired competence. The CR should be written in the given template (**Appendix III**). The candidate shall mention the name and contact of a mentor as the reference person related to the specific project.

4.2.6 Continuing Professional Development Record

Applicants must have completed a minimum of weighted **30 hours** of Continuing Professional Development (CPD) in the previous year (12 months period, before the publication of notice for the PE registration). It is one of the eligible criteria for the application submission. Applications must be accompanied with a CPD record, the format for which are given in the **Appendix V**. These formats are filled with the CPD activities and the hours completed.

5. OUTLINES FOR WRITTEN EXAMINATION

As the applicant is successful in the evaluation of the competence framework based on the Career Report and well as the supporters' recommendations, candidate is invited for the written examination. The examination will be in the format of essay writing as specified by the evaluation committee. The topics and questions patterns (areas of the subjective questions) in examination will be communicated to the applicants for considering the time for the self-preparation.

The Evaluation/Review Committee shall prepare the questions based on the demonstrated competence of the candidate. These written essays shall prove the capability of developing the engineering solutions to the specific issues related to the competencies of the applicant. The written examination include:

- Issues of the engineering professional conduct, ethics project management and state-of-art technological aspects,
- Topics related to the global engineering issues of the sustainability, climate change as well as the resilient approaches in the design.

In the examination candidate shall demonstrate his/her capacity to articulate their professional opinion on important topics relevant to the professional practice of engineering, as well as to their communication skills. It is important that the written examination (essays) is based on the

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applicant's own opinions, arguments, conclusions and analysis, and do not include large amounts of quoted text or arguments from other sources. It is not necessary for the assessor to agree with the applicant's stance on a particular topic, they must simply see that the stance has been argued in a logical manner. Written examination is divided into two parts as Code and Rules of ethics and engineering issues in the global, regional or national context related to the technological development and state-of-art tools for the implementation of engineering projects.

5.1 PART 1: CODE CONDUCT, RULES OF ETHICS

This part of the examination is common for all applicants. The content of the examination for this part may include the following issues.

- Complying with relevant professional codes of conduct, Engineering Ethics and involvement professional bodies, and loyalty to employer/superior and social responsibility.
- Applying and managing safe system of work and ethical responsibility for engineering design, construction, erection, installation, execution, supervision and quality assurance & quality control.
- Undertaking engineering activities that contribute to sustainable development and responsibility for environmental, health, safety and welfare issues considering diverse impacts on technical, environment, social, cultural, economic, financial and global responsibility.
- Exercise responsibilities in ethical manner and commitment to public interest in all aspects of professional work demonstrating examples where applicant has applied ethical codes & rules of professional conduct during his/her professional activities.

This part of the examination may include the case-study and analyzing the problem and proposing the specific solutions to the ethical and moral issues during the professional career.

5.2 PART 2: TECHNICAL SKILL

This part of the examination consists of the specific skill of the applicant. It will be the demonstration of the applicant's ability to develop the problem specific solutions within the engineering field by considering the prevailing legal frame-work and state-of-art technological aspects. Similarly, it is also necessary to communicate technically on the related competence. The interpersonal skill are described as following:

- Demonstrating effective personal communication in English and demonstrating ability to contribute and organize professional seminars/workshops, presenting and discussion of proposals and communication to stakeholders.

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- Ability to provide best solution, leading teams, training, mentoring and developing staff to meet changing technical and managerial issues.
- Enhancing productive working relationships and resolving conflicts between team members and aware of the needs and concerns of others including negotiation with stakeholders.
- Exchanging information effectively with stakeholders and ability to prepare progress reports for decision making and documentation, as-built drawings for operators, users/clients & stakeholders.

The written examination in this section will mainly be focused on the assessment of candidate's skill on the proficiency which have been claimed for the title of the PE. This may a problem-oriented engineering issue related to the design, data analysis, proposal development, technical notes and other writing patterns.

6. INTERVIEW METHOD

The candidate who passed the written examination, will be called for the interview. An interview is the final evaluation stage of the applicant. The panel of the interview shall be comprised of members of the evaluation Committee and one expert (International) with the PE title from the competent institution affiliated to the IPEA. The applicant will be notified in advance of the date and location of the interview.

7. COMPETENCE STANDARDS

Competencies can be defined as "clusters of related knowledge, skills, abilities and other requirements necessary for successful job performance. It includes individual skills, knowledge and understanding, personal behaviour and the approach, necessary to work collaboratively with others. Competence includes the ability to make professional judgments and an awareness of the limits of one's own abilities and knowledge to seek assistance when required.

Nepal Engineering Council (NEC) has adopted a set of the competence attributes (standards) from which applicants must have achieved these attributes prior to applying for the PEng (NPL) title. Professional Engineers shall demonstrate their competence in the seven areas as mentioned in the Appendix IV.

7.1.1 KNOWLEDGE AND UNDERSTANDING OF ENGINEERING

PE shall use a combination of general and specific engineering knowledge and understanding to optimize the application of advanced and complex system. This standard is described in terms of two indicators as:



- Maintaining and extending a sound theoretical approach in developing a specific professional role in the organization,
- Developing technological solutions to unusual or challenging problems, using their knowledge and understanding,

7.1.2 DESIGN, DEVELOPMENT AND PROBLEM SOLVING

This competence is about the ability to apply engineering knowledge effectively and efficiently to the individual tasks which need to be undertaken in the applicant's role. Indicators of this standard mainly include the following abilities:

- Taking an active role in the identification and definition of project requirements, problems and opportunities,
- Conducting appropriate research to undertake the design, development and analysis required to complete an engineering task and conduct these activities effectively,
- Implementing engineering design solutions and evaluation of their effectiveness.

7.1.3 RESPONSIBILITY, MANAGEMENT AND LEADERSHIP.

PE shall demonstrate technical and commercial leadership. This competence is about the ability to plan the applicant's own work and manage or specify the work of others effectively, efficiently, and in a way which provides leadership at an appropriate level, whether technical or commercial. This competence is indicated by the description of the following indicators as:

- Planning the work and resources needed to enable effective implementation of a significant engineering task or project,
- Managing (organize, direct and control), program or schedule, budget and resource elements of a significant engineering task or project,
- Leading the teams or technical specialists and assist others to meet changing technical and managerial needs.
- Result oriented: Bring about continuous quality improvement and promote best practice for achieving project goals.

7.1.4 EVALUATION OF OUTCOMES OF THE ENGINEERING PROJECTS

This competence is related to the project assessment of outcomes of engineering projects against intended objectives. This ability is described by the following indicators as:

- Evaluation of project outcomes,
- Commercial ability of the candidate,



- Ensuring that safety, sustainability, and efficiency are prioritized.

7.1.5 COMMUNICATION AND INTERPERSONAL SKILLS.

PE shall demonstrate effective communication and interpersonal skills. This is an ability to work with others constructively, to explain ideas and proposals clearly and to discuss issues objectively. It can be assessed by the following indicators as:

- Communicating effectively with others, at all levels, in English or in the language of comfort,
- Presenting effectively, conduct discussions on the proposals, justifications and conclusions,
- Demonstrating personal and social skills and awareness of diversity and inclusion issues,
- Judgement and decision making.

7.1.6 PROFESSIONAL CONDUCT

It is referred as the personal commitment to the professional code of ethics and professional standards, recognizing obligations to the society, the profession and the environment. This competence is about ensuring that the applicant is acting in a professional manner in their work and in their dealings with others. A PE should set a standard and example to others with regard to professionalism. These categories of the competence are assessed by the indicators as:

- Understand and comply with relevant codes of conduct,
- Understanding the safety implications of their role and manage, apply and improve safe systems of work,
- Understanding the principles of sustainable development and apply them in their work,
- Understand the ethical issues that may arise in their role and carry out their responsibilities in an ethical manner,
- Responsibility for decision.

7.1.7 LIFELONG LEARNING

This competence standard is intended for maintaining the continuous professional development. It is to engaging in continuous professional development to stay current with advancements in engineering. PE shall prepare for and depth of continuing learning. PE should assess to acquire and apply the competencies and resources appropriate to engineering activities. Lifelong learning competence can be assessed by the following indicators as:

- Carry out and record the Continuing Professional Development (CPD) necessary to maintain and enhance competence in their own area of practice,



- Specialization of your field of engineering and knowledge transfer to the new generation,
- Mentoring and support to the junior engineers.

7.2 COMPETENCE RATING SCALE

Each category of competence standard is assessed in terms of rating score based on demonstrated level of achievement in the respective indicator. The definition and category of the competence as mentioned in the competence framework are specifically evaluated against the written statements by the candidate. Fulfillment of each activity within the competency category is measured objectively by using rating scale, which rates the applicant's competence on a scale from 1 to 5. The competence rating scale guides the evaluators for scoring against each indicator of the achievement records. The description of the competence rating scale to guide the evaluators is provided in the **APPENDIX-VI**.

7.3 DOCUMENTING COMPETENCE ACHIEVED

The standard format for documenting the range of activities for achieving particular competence indicator has been provided in the format of Career Report (CR). The template for the CR has been previously explained and provided in **Appendix III**.

8. CONTINUOUS PROFESSIONAL DEVELOPMENT

11.1 INTRODUCTION

Continuing Professional Development (CPD) is defined as the systematic maintenance, improvement, and broadening of knowledge and skills, and the development of personal qualities, necessary for the execution of professional and technical duties throughout an engineers working life.

CPD covers all aspects of professional life, and relate to both technical and non-technical skills. The aim of CPD is to provide framework for overall professional development and career progression. Therefore, CPD is not simply as attendance at particular training courses, but instead as planned and structured, long-term training approach for professional development.

Engineers must be constantly learning and adapting as their relevant engineering discipline advances. This is also particularly important for skill sets which are not necessarily engineering specific but which are critically important for a Professional Engineer, for example communications skills, report writing, etc. CPD is the systematic way in which life-long learning is approached throughout an engineer's career. Demonstrating a commitment to learning, and participation in CPD activities is an important part of the application for the title of Professional Engineer.



11.2 PROFESSIONAL ENGINEERING SERVICES

An engineer is capable to carryout various activities related to the engineering and technological sectors. Professional engineering services are specifically defined subset of engineering services that and are characterized by the application of mathematics and scientific principles, judgement, knowledge and skill required to provide those services. Furthermore, the scope of the service shall be harmonized with the professional competence as mentioned by the International Engineering Alliance.

A **professional engineering service** includes the design, development and analysis of systems, applications and equipment relating to construction, production, operation or maintenance. A person who performs a professional engineering service for a client or an employer is responsible for applying engineering principles, data and specialist knowledge of mathematical and natural sciences to their work, consistent with the attributes and competency framework as referenced in the International Professional Engineers Agreement.

Professional engineering services include any service that requires engineering judgement, knowledge and skill to provide professional and fit-for-purpose engineering services. These services may include but are not limited to:

- providing consultation, evaluation, engineering studies, design of engineering works and systems, design drawings, specifications, modelling, simulations, reviews and advice and other technical submissions,
- reviewing for the purposes of informing engineering decisions for the use or modification of design or construction products such as drawings and specifications related to engineered works, and
- Assessing proposed modifications that may impact the basis of design.

11.3 AREAS OF THE PROFESSIONAL DEVELOPMENT

The Nepal Engineering Council defines Continuous Professional Development (CPD), under the working procedures which govern the registration of engineers under the PEng (NPL) title, as any of the following activities:

- Performance in the engineer's certified field (areas of his/her qualifications) and its continuation,
- Conduct or participate in seminars on subject matter directly related with the engineer's certified field,
- Research and development, and publication, of technical articles related to the engineer's



certified field,

- Contributing to develop knowledge on underlying requirements concerning qualifications and expertise of professional engineers as stipulated in international agreements and treaties including the provisions of the World Trade Organization (WTO) and the International Engineering Alliance (IEA).
- Additionally, PE may possess knowledge on:
 - project management techniques,
 - financial analysis of projects,
 - laws, bylaws, guidelines, codes, and specifications related to the engineering profession and its performance,
 - The competence standards and respective indicators.

CPD activities outside of those listed above may also be considered and as above do not necessarily need to be technical or engineering orientated, and can cover any learning that develops the professional capacity of an engineer, for example learning a language, IT skills, training on socio-economic issues to improve understanding of social needs, etc.

Engineering profession is diverse and related to the very wide range of disciplines such as management, administrations and social welfare. Some examples of the areas CPD are listed below:

11.3.1 Self-Development

Self-development shall be taken as the main origin for the continuous professional development. A person with the interpersonal skill is good for the society and for profession. There are some areas to consider in this aspect of the continuous professional development.

- Interpersonal Skills: these skills are related to the personal quality to be good in the society such as: communication skills to enhance both verbal and non-verbal communication, practice active listening, and develop empathy; conflict resolution learning to the techniques for resolving conflicts, negotiating effectively, and mediating disputes; building relationships to cultivate trust, respect, and cooperation within personal and professional relationships.
- Leadership and team management: these may include the skills to motivate and lead the professional community and society by inspiring its members, setting clear goals and, and providing guidance and support. Furthermore, delegation of assign tasks based on team members' strengths and skills, for empowering them to take ownership of their responsibilities. Similarly, a professional engineer shall be able for team building to foster a

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collaborative and inclusive team environment, encourage open communication, and resolve conflicts within the team.

- **Decision Making:** the decision making is an important quality for a professional which derives after the analytical thinking based on the relevant information, and evaluating alternative options before making any decisions. Decision making shall be guided by the problem solution by developing creative solutions, weigh the pros and cons of different approaches, and make informed decisions.
- **Stress management:** it could be a major part of the personal development for an engineer. The mindfulness and relaxation, meditation, and relaxation exercises taken as the ways to reduce stresses. Healthy lifestyle shall be maintained to manage stress effectively. Similarly, time management, prioritizing the tasks, setting realistic goals, are major steps for reducing the stress.
- **Career development and planning:** setting the goals and continuous learning are important steps for the personal development. These can be achieved by pursuing further education, attending workshops and seminars, and seek opportunities for professional growth. Similarly, building professional networking can be taken one of the success factor for career development.
- **Foreign languages:** learning foreign language could be taken as the medium for understanding cultural and technological aspects of the respective countries. It would be useful for traveling and working with international colleagues in the professional field.
- **Professional ethics and rules of conduct:** a professional shall understand and adhere the ethical standards and principles in relevant to the profession. He/she shall keep in mind the professional integrity by maintain honesty, transparency, and accountability in the all-professional interactions. Furthermore, he/she shall follow industry-specific codes of conduct, and continuously strive to improve your ethical behavior and professional reputation.

11.3.2 Communication Skill

Communication skill is an important tool for a successful professional engineer. The communication in the form of writing skill the reports, writing the letters, interview skills, negotiating skills, managing the meeting and many more specific cases. The communicating with the help of general and specific data and analysis with the presentation may also be considered as the formal and methodological interaction among the stakeholders.

11.3.3 Strategic Management

Strategic management is one of the success indicators for a professional. A professional shall take the initiations to plan the future activities for the improvement of the performance in the business. Furthermore, a professional shall develop the plan for the self-capacity enhancement programs.

11.3.4 Technical Skill

Technical skills are very diverse in nature and are always needs to upgrade. Some of the skills and areas are listed as below:

- Detail design
- Environmental design/technology/impact analysis
- New design skills
- Procurement – estimates, bids and tenders
- Construction site management
- Computer Aided Design (CAD) and Building Information Model
- Energy efficiency/energy conservation
- New building materials
- New forms of contract and partnering

11.3.5 Legislative scope

A PE can have update himself in the areas of the legislative domain. There are country specific laws and regulations related to the engineering services and industries. Some of them are as:

- Construction regulations
- Construction contract law
- Health and safety legislation
- Environmental legislation
- Employment legislation
- Different forms of contract



11.3.6 Working with others

A PE could develop his/her own profession by focusing on the skills of team-building such as: team leadership, motivation speaker, negotiation skills, and delegation skills, managing poor performance of system or services, performance appraisals and others.



11.3.7 Business practice

A PE could have the better quality in dealing with the clients and marketing for specific engineering services, marketing skills and techniques, public relations; dealing with media and societies related to the profession.

11.3.8 Information Technology

Information Technology (IT) is an emerging each field of engineering. Therefore, PE could develop the services related to the IT. Application of IT in the particular field of engineering is taken as an emerging professional engagement. It broadens the scope of the engineering service especially for the new generation.

11.3.9 Contract management

PE could develop their career related to the financial planning and management - reporting systems, establishing a budget, cost control systems, cash flow, and profit and loss account, balance sheets, VAT and taxation, project finance, and government grants.

PE could also follow the career path to be engaged in the project management by acquiring the knowledge in the procurement procedures, contract management, terms of appointment and contract administration, risk management, disputes resolution and others. The emerging issues of the project management are very attractive job-areas of the engineers.

11.3.10 Specialist interest areas

An Engineer could identify the specialized career opportunity in the areas of recent trends such as energy efficiency, environment and conservation, public sector management, research and other areas for innovation. Conducting trainings and other capacity building activities for the specialized field of engineering is also an emerging field of the professional engineer.

11.3.11 Health, Safety and Welfare

Engineering sector is very much related to the health, safety and public welfare. These areas may include the specialization in the legislation, evaluation of role of Health and Safety Executive (HSE), personal responsibility for health, safety and welfare, collaborative approach for building safe infrastructure. Engineers shall develop the skill to work in the collaboration with the other public sectors and concerns for the issues on the sustainability, economics and societal development.

11.4 CPD RECORDS

Applicants for the PE shall maintain 30 CPD hours (in the previous year) besides the main engagement in the engineering services. The minimum requirement for the engineering services is described in the consecutive sub-heading of this guidelines. The minimum of 30 CPD hours per

year is the main requirement for eligibility and renewal criteria of the PE.

CPD continues to be important in the process of the award of the title of Professional Engineer. Professional Engineers are required to complete a minimum of 30 hours of CPD per year. The format and the weight factors for the CPD record is included in the **Appendix V**. The CPD hours are calculated on the basis of CPD weight factor and engagement duration (hours) in the respective activities. There are five types of CPD activities as below.

- Formal Education in engineering
- Continuing Education and Trainings,
- Authoring Books
- Mentoring sub-ordinates/junior engineers
- Writing technical Papers/Reports,
- Contribution to the Professional societies





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* अनुसूची-२क

(नियम ३क. को उपनियम (५) सँग सम्बन्धित)

व्यावसायिक इन्जिनियरको दर्ता परीक्षाको लागि दरखास्तको ढाँचा



नेपाल इन्जिनियरिङ्ग परिषद्

कार्यालय प्रयोजनको लागि दर्ता नं.	<input type="text"/>	वर्ष	महिना	गते
वर्ग:	<input type="text"/>	मिति	<input type="text"/>	

हालसालै	
खिचिएको	
दुबै	कान
देखिने	
पासपोर्ट	
साइजको	
फोटो	तथा
फोटो	र
फर्ममा	पर्ने
गरी	दस्तखत

श्री नेपाल इन्जिनियरिङ्ग परिषद् काठमाण्डौ ।

नेपाल इन्जिनियरिङ्ग परिषद् ऐन, २०५५ को दफा १२ र नेपाल इन्जिनियरिङ्ग परिषद् नियमावली, २०५७ को नियम ३क. बमोजिम नेपाल इन्जिनियरिङ्ग परिषद्ले सञ्चालन गर्ने व्यावसायिक इन्जिनियरको दर्ता परीक्षामा सामेल हुन देहाय बमोजिमको विवरण सहित दरखास्त पेश गरेको छु ।

१. पूरा नाम र थर:-

Name (In Block Letters)

२. जन्म मिति:- (वि.सं.)

(ई.सं.)

Date of Birth:- (B.S.)

(A.D.)

३. आमाको नाम:- Mother's Name:-

४. बाबुको नाम:- ...Father's Name:-

[Handwritten signatures and names: Mithun, Danu, etc.]



५. बाजेको नाम:-..... Grandfather's Name:-
.....

६. विवाहित भए पति/पत्निको नाम:-..... Husband/Wife's Name(if married):-
.....

७. नागरिकता नं.-..... Citizenship No.:-
.....

* त्सेसो संसोधन द्वारा थप

८. राष्ट्रिय परिचय पत्र नं.-..... National ID No.:-
.....

९. स्थायी ठेगाना: -

..... प्रदेश,जिल्ला,
.....गाउँपालिका/नगरपालिका,
बडा नं.-....., स्थान (टोल),सडक, फोन
नं.....
मोबाइल नं.-..... इमेल:-
.....

Permanent Address:-

.....Province, District,Rural
Municipality/Municipality,
Ward No.:-....., Area, Street,
Phone No

Mobile No.:-..... Email:-

..... १०. अस्थायी ठेगाना:-

..... प्रदेश,जिल्ला,
.....गाउँपालिका/नगरपालिका,
बडा नं.-....., स्थान (टोल),सडक, फोन
नं.....
मोबाइल नं.-..... इमेल:-
.....

Temporary Address:-

[Handwritten signatures and marks]



.....Province, District,Rural
Municipality/Municipality,
Ward No.:-....., Area, Street,
Phone No
Mobile No.:-..... Email:-
.....

११. पत्राचार गर्ने ठेगाना:-.....
Mailing Address:-.....

१२. दर्ता हुन चाहेको विषय.....
Subject of Registration:-.....

शैक्षिक योग्यता वा उपाधिको विवरण:

क्र.सं	प्राप्त गरेको शैक्षिक योग्यता	बोर्ड/विश्वविद्यालय	अध्ययन संस्थान	साल	श्रेणी	कैफियत

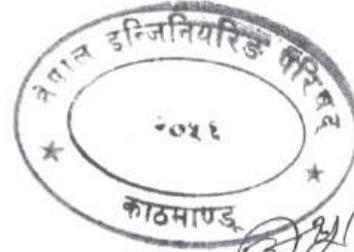
१३. साधारण दर्तावाला इन्जिनियरको दर्ता नम्बर:-
सिफारिस गर्नेको,-

१. नाम:-..... परिषद् दर्ता नं.-..... हस्तक्षर:-
.....

२. नाम:-..... परिषद् दर्ता नं.-..... हस्तक्षर:-
.....

उपरोक्त बमोजिम लेखिएको विवरण ठीक साँचो छ । झुट्टा ठहरे कानून बमोजिम सहुंला
बुझाउँला ।

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APPENDIX Ia: APPLICATION FORM FOR RENEW OF REGISTRATION FOR PROFESSIONAL ENGINEER

For Office Use only

Application Regd.
No.:-

Date:-

Recent Photograph

A. Applicant Details

In Roman Script (Please use Block letters)

Title:

First Name:

Family Name:

देवनागरी लिपिमा

नाम:

थर:

Date of Birth:

DD/MM/YYYY

Please specify your gender:

Male Female

Address:

Permanent:

Contact :

Phone Number:

Email Address:

Name of Father/Mother

Name of Grand Father/Mother

B. Application Route

Please indicate under which application route you are applying:

Standard Route

Registered Route



C.PEng Regd: Specialization:

D. General NEC REgd.: Category:

E. Documents Submitted with Application

Please indicate which documents you are submitting with your application:

CV (Recent)

Supporter's

CPD Record

Other: _____

F. Declaration

I declare that the statements made on this form, and in the accompanying documents, are true to the best of my knowledge. I agree to comply with the NEC Code of Conduct and understand that this is a commitment to behave ethically within my profession. I confirm that I have not committed any offence of which the NEC would require me to give notice under its Code of Conduct.

Signature of Applicant:

Date:

Right	Thumb Print	Left

[Handwritten signatures and marks]

Signature: *[Handwritten signature]*

Date: *[Handwritten date]*

[Other handwritten marks and signatures]





G. Supporter's Detail

I, the undersigned, support the candidate from professional knowledge as worthy of consideration for Engineering Council registration and I endorse the content of this application.

Supporter 1

Name:

Signature:

Date:

Full Address:

Phone Number:

Email Address:

NEC Registration Number:

Academic Qualifications:

Professional Membership/Affiliation of Engineering Bodies:

Supporter 2

Name:

Signature:

Date:

Full Address:

Phone Number:

Email Address:

NEC Membership Number:

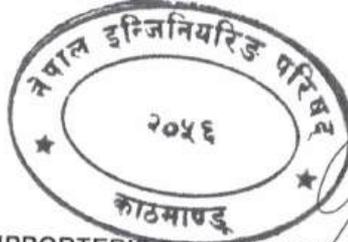
Academic Qualifications:

Professional Membership of Engineering Bodies:

Signature 1
Mithlan
Daw

Sh. Full
for
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for

for
for



APPENDIX II: SUPPORTER'S CONFIDENTIAL REPORT

(Separate forms for two Supporters)

(To be sealed in an envelope addressed to the Chair of the PE Evaluation Committee of NEC)

1. ELIGIBILITY FOR PE

The Nepal Engineering Council (NEC) bylaw for the Registration of Professional Engineers (PE) requires the following criteria for eligibility.

- The applicant must have successfully completed a 4-year engineering degree and Master's degree in engineering which is recognized/accredited by the NEC.
- The applicant must have seven years' of work experience after completion of the Master's Degree.
- Must have the experience of significant position for two years (within the total seven years).
- The Sponsors must know the applicant personally, and they should be convinced in every respect that he/she is a fit and proper person to be selected. They must endorse the application, confirming that the content of the career report is a true and accurate account of the applicant's career development over the previous seven (7) years at least

Note: The sponsors must complete this confidential questionnaire form giving their own impressions of the applicant and their reasons why they consider him/her to be a fit person to be registered as a Professional Engineer. Their comments will be crucial to the maintenance of standards of Registered Professional Engineers.

2. APPLICANT

Name:

NEC Registration No:

3. SUPPORTER

Name:

NEC Registration No:

PE Registration No or Validity period:

Address:

Telephone No:

Residence:

Office:

Mobile:

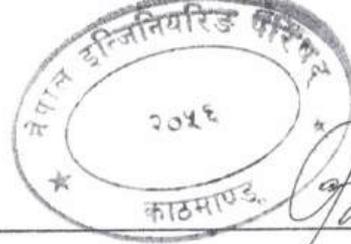
E-mail:

4. SUPPORTER - APPLICANT RELATIONSHIP

For how long have you known the applicant?

Years:

Months:



In which capacity do you know the applicant?	
How many consultation meeting were held during the preparation of the application for PE registration?	
5. COPREHENSIVE ASSESSMENT OF THE APLICANT	
Please rate on a scale of 1 to 5 as indicated below: 1- Poor, 2-fair, 3-good, 4-Very good, 5-Excellent	
1. Engineering knowledge and professional engagement in own field of expertize	Rating:
Comments:	
2. Moral and ethical qualities personal behavior	Rating:
Comments:	
3. Professional behavior and conduct	Rating:
Comments:	
4. Leadership qualities	Rating:
Comments:	
5. Effective communication	Rating
Comments:	
6. Awareness and responsibility regarding occupational safety, health, and Compliance of respective codes	Rating:
Comments:	
7. Mentoring and Training of young Engineers / Subordinates	Rating:
Comments:	
6. COMMITMENT FOR CONTINUOUS PROFESSIONAL DEVELOPMENT	
In your opinion, applicant has demonstrated a sufficient commitment to his/her professional development?	Rating:

Comments:

7. FINAL RECOMMENDATIONS

Please sign in either 'a' or 'b'. If you sign in 'b' please fill in item 'c' as well.

a. I recommend that the applicant is known to me personally. I believe that he/she is a fit and proper person, in all respects, to be registered as a Professional Engineer. I understand that overall evaluation of the candidate is based on the review of the competence profile, written examination and interview. The recommendations of two sponsors will support the evaluation panel. Evaluation Panel may contact me for clarification of any issues concerning this applicant.

b. I do not consider that the applicant has fulfilled all the requirements to apply for PE Registration

c. I do not consider the applicant's suitability to be qualified for registration as an PE due to following reasons:

I.

II.

III.

Signature of Sponsor:

Name (in block capitals):

Date:

8. DETAILS OF THE SUPPORTER – APPLICANT RELATIONSHIP

Period	Work Place of the Applicant	Applicant's Job Title	Applicant's job responsibilities	Supporter's working relationship with the applicant	Remarks



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Appendix III: Career Report Template

Experiences prior to the publication of notice will be considered)

(Project experiences and self-assessment of competencies are included in this Appendix)

1. Project:		2. Duration, (more than two Months)				
		From:		To:		
3. Designation		4. Work Place and Employer		5. Name/contact of the Supervisor/ Sponsor confirming the veracity of information provided:		
6. Brief Description of the Project		a)				
		b)				
7. Major job Responsibilities relevant to the range of competence indicators (durations)		a) (Months:)				
		b) (Months:)				
		c) (Months:)				
8. Competencies Acquired as per the competence framework						
SC-1	Knowledge and understanding of Engineering	Expert	Proficient	Competent	Beginner	Novice
SC-2	Design and development skills	Expert	Proficient	Competent	Beginner	Novice
SC-3	Responsibility, management and leadership	Outstanding	Very good	Good	Below average	Poor
SC-4	Evaluation of outcomes of the engineering projects or systems	Expert	Proficient	Competent	Beginner	Novice
SC-5	Communication and Interpersonal skills	Excellent	Good	Average	Below average	Poor
SC-6	Professional conduct	Excellent	Good	Average	Below average	Poor
SC-7	Lifelong learning	Excellent	Good	Average	Below average	Poor

[Note: Each project is included in this template CR]

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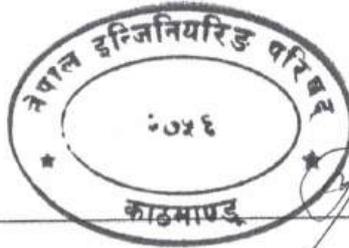
APPENDIX IV: COMPETENCE FRAMEWORK

S/N	Competence Standards (CS)	Competence Indicator (CI)	Achievement of Range of Competence Indicators (RCI)	Score Claimed
1	Knowledge and understanding of engineering in the field of own profession	<p>1. Maintaining and extending a sound theoretical knowledge-based approach in developing a specific professional role in the organization/Institution</p> <p>2. Developing/contributing technological solutions to complex or challenging problems</p>	<p>a. Formal trainings related to the individual's role in the profession within the organization/Institution</p> <p>b. Learning and developing new/innovative engineering knowledge in industry or role in the profession or in the organization/Institution</p> <p>c. Understanding of the current and emerging technology and technical best practices in the area of expertise</p> <p>d. Learning and developing new/innovative engineering theories and techniques in the related profession and publication of the same to the peer reviewed journals or publication of completed project reports</p> <p>a. Developing a broader and deeper knowledge base through research and experimentation (completed Ph. D. Degree in the relevant profession/) or carrying out technical research and development within the institution/organization</p> <p>b. Carrying out complex and/or innovative technical analyses or Developing solutions involving complex or multi-disciplinary technology</p> <p>c. Developing and evaluating continuous improvement of a functional systems</p> <p>d. Transfer acquired knowledge and technology to other institutions/ departments/ societies</p>	



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S/N	Competence Standards (CS)	Competence Indicator (CI)	Achievement of Range of Competence Indicators (RCI)	Score Claimed
2	Design, development and solving engineering problems	<p>1. Taking an active role in the identification of project requirements, problems/issues and opportunities</p> <p>2. Conducting appropriate research to undertake the design, development and analysis required to complete an engineering task and conduct these activities effectively</p>	<p>a. Identifying problems for technical improvements regarding products, processes/systems or establishing user requirements for the design and development</p> <p>b. Preparing and reviewing specifications or tenders/bid documents to identify technical issues and potential improvements</p> <p>c. Carrying out technical risk analysis and identifying mitigation measures considering</p> <p>d. and implementing new and emerging technologies or supervising the Ph. D./Master's level (completed) dissertation with the results of novelty and economic impact to the society, or having patent in the development of specific product or process or improvement of systems.</p> <p>e. Conducting Technical Audits of the projects related to the profession, or Conducting assessment of engineering or safety compliance of the projects</p> <p>a. Investigating technical issues, identifying potential solutions and determining the factors needed to improve the system</p> <p>b. Developing new designs, processes or systems based on new or evolving technology (in academics or in the profession)</p> <p>c. Identifying and carrying out physical tests or trials and analyzing and evaluating the results or carrying out technical simulations or mathematic modeling and analysis</p>	



(Signature)

Appendix IV/Competence Framework

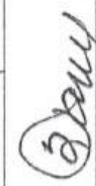
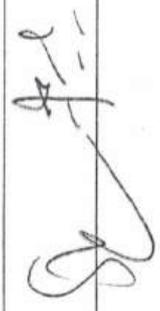
S/N	Competence Standards (CS)	Competence Indicator (CI)	Achievement of Range of Competence Indicators (RCI)	Score Claimed
3	Responsibility, management and leadership	<p>3. Implementing engineering design solutions and evaluation of their effectiveness.</p> <p>1. Planning the work and resources needed to enable effective implementation of a specific engineering task or project</p>	<p>d. Carrying out engineering designs giving due consideration to costs, quality, risks, safety, environmental impact, intellectual property issues</p> <p>a. Implementation of design solutions, taking account of critical constraints, including due concern for safety, sustainability and disposal or decommissioning</p> <p>b. implementing lessons learned from the experiences and practices of previous projects</p> <p>c. Evaluating existing designs or processes and identifying faults or potential improvements including risk, safety and life cycle considerations</p> <p>d. Actively learning from feedback on results to improve future design solutions and build best practice</p> <p>a. Understanding the future scenario and identify the weakness or strength in the projects or programs</p> <p>b. Preparing budgets/resources and associated work programs for projects or tasks</p> <p>c. Systematically reviewing the factors affecting the project implementation including safety, and sustainability and carrying out a task or project risk assessment and</p> <p>d. identifying mitigation measures</p> <p>e. Negotiating and agreeing arrangements with clients, colleagues, contractors and other stakeholders, including regulatory bodies and ensuring that information flow is appropriate and effective</p>	



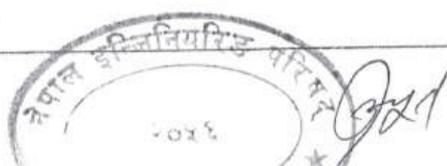
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S/N	Competence Standards (CS)	Competence Indicator (CI)	Achievement of Range of Competence Indicators (RCI)	Score Claimed
		2. Managing (organize, direct and control), program or schedule, budget and resource elements of a significant engineering task or project	<p>a. Operating or defining appropriate management systems including risk registers and contingency systems</p> <p>b. Managing the balance between quality, cost and time</p> <p>c. Monitoring progress and associated costs and cost forecasts, taking appropriate actions when required</p> <p>d. Establishing and maintaining appropriate quality standards within legal requirements</p> <p>e. Interfacing effectively with clients, contractors and other stakeholders,</p>	
		3. Leading the teams or technical specialists and assist others to meet changing technical and managerial needs	<p>a. Leading and convincing the team to achieve the objectives & work plans, assessing team and individual performance, thereafter providing the feedback</p> <p>b. Accomplishing the role of the member for drafting/preparing the legal documents for Government agencies (National/Provincial) such as Acts, rules, directives, guidelines and other relevant documents for technical aspects or providing specialist knowledge, guidance and input in the specialization to engineering teams, engineers, clients, management body and relevant stakeholders</p> <p>c. Developing and delivering a teaching module at Masters level, or leading a university research program or obtaining the national recognition (professional leadership awards) on the completion of the engineering project of national importance by the Professional Society/Government agencies.</p>	

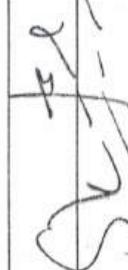
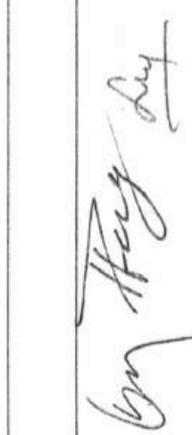


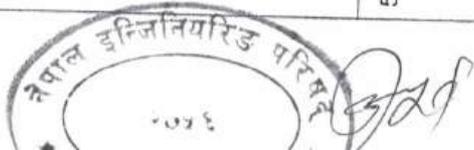

S/N	Competence Standards (C-S)	Competence Indicator (CI)	Achievement of Range of Competence Indicators (RCI)	Score Claimed
			<p>d. Contributing (as the member) in the Technical Committees formed by the Minister/Department level decisions (central or provincial) to resolve specific technical issues in the related profession</p> <p>e. Leading the professional societies (related profession) or leading the management team of the national/international level event (such as conferences, symposium or workshops) of the society</p>	
		4. Result oriented: Bring about continuous quality improvement and promote best practice for achieving project goals	<p>a. Promoting the quality performance in the organization as well as its clients and stakeholders</p> <p>b. Developing and maintaining operations to meet quality standards,</p> <p>c. Supporting or directing project evaluation and proposing recommendations for improvement</p> <p>d. Implementing and sharing the results of lessons learned to achieve the project goals</p> <p>e. Leading the technical committee (or member) for recommending policies, strategies, and actions for continuous quality improvement of system or organization by resolving technical or managerial issues for its sustainability and achievement of objectives.</p>	
4	Evaluation of outcomes of the engineering	1. Evaluation of project or system outcomes	<p>a. Evaluating the outcomes and impacts of complex activities and projects</p> <p>c. Performing, analyzing, and reviewing short-term and long-term planning for operational work of a project</p>	<p>b.</p> <p>d.</p>





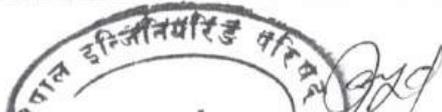



S/N	Competence Standards (CS) projects and systems	Competence Indicator (CI)	Achievement of Range of Competence Indicators (RCI)	Score Claimed
5	Communication and interpersonal skills:	2. Commercial ability to manage and control the project activities	<p>e. Assessing the project needs, overseeing or conducting design, reviewing technical documents, and providing support to manage the project</p> <p>a. Preparing, managing, and controlling costs/budgets of engineering projects,</p> <p>b. Applying comprehensive knowledge of legal and commercial frameworks within the area of responsibility</p> <p>c. Preparing and evaluating the BOQs with respect to the overall budgetary requirements of an engineering project,</p>	f.
		1. Communicating effectively with others, at all levels, in English or in the language of comfort	<p>a. Preparing reports, drawings, specifications and other documentation on complex technical matters</p> <p>b. Leading, chairing, contributing to recording meetings and discussions or engaging or interacting with professional networks,</p> <p>c. Exchanging information and providing advice to technical and non-technical colleagues</p> <p>d. Leading (or member) the editorial board of the Professional journal in the field of own profession</p>	
		2. Presenting effectively, conduct discussions on	a. Contributing in publication of scientific/technical papers or articles as an author or coauthor	



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S/N	Competence Standards (CS)	Competence Indicator (CI)	Achievement of Range of Competence Indicators (RCI)	Score Claimed
		the proposals, justifications and conclusions	<p>b. Preparing and delivering presentations on strategic matters</p> <p>c. Preparing and understanding bids, proposals or studies</p> <p>d. Presenting the design, construction progress and other technical issues completed by the team of experts.</p>	
		3. Demonstrating personal and social skills and awareness of diversity and inclusion issues.	<p>a. Knowing and managing own emotions, strengths and weaknesses</p> <p>b. Being confident and flexible in dealing with new and changing situations</p> <p>c. Creating, maintaining and enhancing working relationships, and managing conflicts</p> <p>d. Being supportive towards the needs and concerns of others, especially where this relates to diversity and inclusion</p>	
		4. Judgement and decision making	<p>a. Demonstrating the decision-making ability on the complex projects</p> <p>b. Performing independently on technical matters in the assigned field of expertise</p> <p>c. Maintaining and demonstrating the capability of holding the decision-making positions in the institution/organization</p> <p>d. Applying and demonstrating the professional judgement or demonstrating and maintaining the high-level integrity in making decisions</p>	
6	Professional		a. Demonstrating compliance with the relevant Code of Professional Conduct,	



[Handwritten signatures and initials]

S/N	Competence Standards (CS) Conduct	Competence Indicator (CI)	Achievement of Range of Competence Indicators (RCI)	Score Claimed
		<p>1. Understand and comply with relevant codes of conduct</p> <p>2. Understanding the safety implications of their role and manage, apply and improve safe systems of work</p> <p>3. Understanding the principles of sustainable development and apply them in their work</p>	<p>b. Identifying aspects of the Code which are particularly relevant to own role</p> <p>c. Being aware of the legislative and regulatory frameworks relevant to the role</p> <p>d. Involvement and contribution in relevant legislation and regulatory frameworks, including social and employment legislation,</p> <p>a. Identifying and taking responsibility for own obligations related to the health, safety and welfare issues</p> <p>b. Ensuring that concerned systems satisfy requirements for occupational health, safety and welfare</p> <p>c. Involvement in developing and implementing appropriate hazard identification and risk management</p> <p>d. Applying a sound knowledge on occupational health and safety legislations or participating in the social, public health, safety and environmental awareness campaign programs (institutional or individual)</p> <p>a. Performing responsibly, taking account environmental, social, economic and good governance,</p> <p>b. Providing services to enhance the quality of the environment and community, and understand constraints</p> <p>c. Recognizing the principles of sustainability in the project implementation and ensure</p>	



Appendix IV/Competence Framework

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S/N	Competence Standards (CS)	Competence Indicator (CI)	Achievement of Range of Competence Indicators (RCI)	Score Claimed
			stakeholder involvement in sustainable development	
			d. Using resources efficiently and effectively in projects to minimize environmental impact in the concerned sector	
		4. Understand the ethical issues that may arise in their role and carry out their responsibilities in an ethical manner.	a. Understanding the ethical issues that may be encountered during the service or performance	
			b. Applying or upholding ethical principles as defined by the organization or company	
			c. Contributing to enhance engineering profession	
			d. Adhering to concerned code of conduct	
		5. Responsibility for decision	a. Demonstrating own obligation for decision making,	
			b. Taking decisions independently in complex activities related to the engineering projects/organizations	
			c. Taking ownership of all decisions without any obligation and pressure	
			d. Maintaining professional liability in decision making by demonstrating the effect/impact of own decision in improvement of project activities	
7	Lifelong learning	1. Carry out and record the Continuing Professional	a. Reviewing own professional development needs and planning how to meet personal and organizational objectives	



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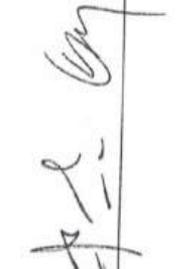
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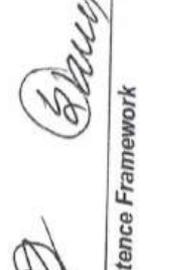
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S/N	Competence Standards (CS)	Competence Indicator (CI)	Achievement of Range of Competence Indicators (RCI)	Score Claimed
		Development (CPD) necessary to maintain and enhance competence in their own area of practice	<ul style="list-style-type: none"> b. Carrying out planned and unplanned CPD activities and evaluating CPD outcomes against any plans made c. Maintaining evidence of competence development records d. Assisting others in planning and acquiring CPD in their respective field of expertise e. Acquiring and continuing the national/international professional body/society membership 	
		2. Specialization of your field of engineering and knowledge transfer to the new generation	<ul style="list-style-type: none"> a. Contributing to the national/international professional body/society b. Regularly assessing own competence and continually acquire new knowledge and skills. c. Maintaining a concise description of your areas of competence. d. Carrying out engineering works within the areas of own competence. e. Mentoring or guiding the junior professionals for their career upgrading 	

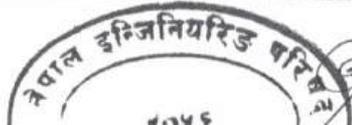








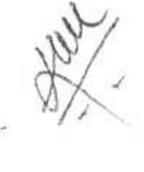




S/N	Category of CPD	CPD program	CPD weight factor (W)	Applicable Hours (H)	CPD Hours (WxH)	Remarks
4	Supervising/mentoring junior engineers in academics or in the professional field	organizations)				implementation)
		a. Ph. D. Thesis Supervising (per completed thesis)	1.0	5.0		Maximum of 10 for completed Thesis.
		b. Master's Thesis Supervising (per completed thesis)	1.0	1.0		Maximum 2 for one year.
		c. Guiding individual students of the internship program (nominated by the Colleges/Campuses) per students completed internship session	1.0	1.0		Not considered the faculty from the academic institutions
5	Writing Technical papers/reports	d. Guiding/mentoring individual fresh graduate by engaging him/her in the projects of own involvement (per person for six month)	1.0	1.0		Maximum of 10 hrs. per year
		a. Paper publication in journal or presentation of paper in National /international conferences	1.0	5 - 10 hours for one paper (equal proportion to coauthors)		Maximum of 10 hrs. per year (peer reviewed Journal)
6	Contribution to the professional society/Activities	b. Writing technical reports/ guidelines for the engineering/Technical Ministry/ Departments	1.0	5 - 10 hours for one paper (equal proportion to coauthors)		Maximum of 10 hrs. per year
		a. Valid membership in the Professional Society (National)	1.0	1.0		Maximum 1 hrs.
		b. Valid membership in the Professional Society (International)	1.0	1.0		Maximum of 1 hrs.
		c. Leading the technical/Scientific Committees/chief editor of the	1.0	5.0 For each conference/Journal		Maximum of 10 hrs.







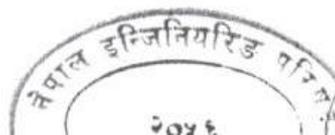





SIN	Category of CPD	CPD program	CPD weight factor (W)	Applicable Hours (H)	CPD Hours (WxH)	Remarks
		engineering journal/Paper Reviewer in International Conference/ Journal		published		
		d. Delivering Guest Lectures (being invited) or Symposium/Seminar panelist	2.0	Actual Lecture hours		Lectures exclude routine teaching at institutions and university
		e. Patent (in any engineering Field) applied	1.5	10 hours for each patent		
		f. Patent (in any engineering Field) Granted	2.5	10 hours for each patent		
		g. Attending an academic /professional conferences/meetings/conventions/forum etc. (National level)	0.5	Actual hours spent at the meeting		Maximum 10 hrs. (hours of relevant sessions will be counted)
		h. Attending an academic /professional conferences/meetings/conventions/forum etc. (International level)	0.5	Actual hours spent at the meeting		Maximum 10 hrs.

Note:

- Maximum number of hours that can be claimed in respect of each category of the CPD are indicated against each category. CPD hours have to be claimed from at least 3 categories.
- Every professional engineer will have to plan for a period of five years cycle and will have to cover 150 for renewal.
- The record of CPD activity will have to maintain in CPD record book/form provided by NEC for this purpose.
- The number of CPD hours will be calculated by multiplying the number of hours actually spent for the CPD activities by predetermined weight factor.



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APPENDIX-VI: GUIDE FOR COMPETENCE RATING SCALE AND SCORES

1. RATING SCALE

Competencies are assessed on a five-point scale with a score of 1 to 5. The person as an expert is assigned a score of 5 and a beginner or non-performer is assigned a score of 1. This scale helps professionals to differentiate levels of their own proficiency and identifying learning stages for the professional development. This scale is valuable for tracking growth over time, identifying those ready for leadership roles, and pinpointing specific areas for professional development, helping to align individual capabilities with organizational needs. General guide to this scale is described as below.

Table 1: Competence rating scale for Knowledge and understanding of engineering in the field of own profession

Rating Scale	Score	Description
Expert	5	<ul style="list-style-type: none">• Demonstrating in-depth expertise, mastery, and consistently outstanding performance,• Ability to mentor others, solve complex issues independently, and innovatively contributing to organizational goals,
Proficient	4	<ul style="list-style-type: none">• Presenting strong knowledge and skill.• Applying fundamental concepts to solve problems independently,• He/she needs the minimal guidance, reliably produces high-quality work, and can assist others.
Competent	3	<ul style="list-style-type: none">• He/she meets expected performance standards, proving knowledge and ability.• He/she performs reliably and independently on routine tasks, requiring occasional guidance
Beginner	2	<ul style="list-style-type: none">• He/she illustrates foundational knowledge and limited ability;• He/she perform basic tasks but needs more efforts to deal with complex ones.• He/she requires regular guidance and is progressing toward competency achievement
Novice/non-performer	1	<ul style="list-style-type: none">• He/she lacks fundamental skills or knowledge; unable to perform tasks independently.



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Rating Scale	Score	Description
		<ul style="list-style-type: none"> • He/she requires continuous support and training to achieve minimum competency standards.

Table 2: Competence rating scale for Design, development and solving engineering problems

Rating Scale	Score	Description
Expert	5	<ul style="list-style-type: none"> • Demonstrating in-depth expertise, mastery, and consistently outstanding performance in design and development, • Ability to mentor others, solve complex issues independently, and innovatively contributing to resolve issues in design, develop and implementing complex projects
Proficient	4	<ul style="list-style-type: none"> • Presenting strong skill in design and implementing projects • Applying fundamental concepts to solve problems independently, • He/she needs the minimal guidance, reliably produces high-quality work, and can assist others.
Competent	3	<ul style="list-style-type: none"> • He/she meets expected performance standards, solving problems related to the design, development and implementing projects • He/she performs reliably and independently on routine tasks, requiring occasional guidance
Beginner	2	<ul style="list-style-type: none"> • He/she illustrates foundational design skills and limited ability for development and implementation, • He/she perform basic tasks but needs more efforts to deal with complex ones.
Novice/non-performer	1	<ul style="list-style-type: none"> • He/she lacks fundamental skills in design, development and implementation of engineering projects. • He/she requires continuous support and training to achieve minimum competency standards.

Table 3: Competence rating scale for responsibility, management and leadership

Rating Scale	Score	Descriptions
Outstanding	5	<ul style="list-style-type: none"> • He/she uses a broad range of leadership styles to achieve results • He/she takes responsibility for the delivery of the service outcomes

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Rating Scale	Score	Descriptions
		<ul style="list-style-type: none"> • He/she produces an integrated plan by engaging all stakeholders and establish intra and inter organizational coordination mechanism
Very good	4	<ul style="list-style-type: none"> • He/she promotes the work of the team and plays an active part in supporting the organization's value and behavior • He/she navigates planning and coordination or organizational activities, delegates to achieve sustainable enabling environment • He/she responses and harmonizes the need and priorities of different interest groups considering the bigger picture, • He/she generates conducive environment for subordinates to be able to use their full capabilities
Good	3	<ul style="list-style-type: none"> • He/she contributes to set goals, objectives and activities clearly, • He/she makes other act to realize their responsibility, • He/she organizes priorities, and schedules tasks so they can be performed within budget with the efficient use of time and resources • He/she enables others to grow through delegating responsibility, clarifying exceptions and giving autonomy in important areas of their work
Below average	2	<ul style="list-style-type: none"> • He/she makes work plan and understand responsibility • He/she make it clear who are responsible for what and how their performance can be enhanced
Poor	1	<ul style="list-style-type: none"> • He/she contributes to the development of the organization's annual work plan, • He/she achieves goals established • He/she build positive relationship with staff members to achieve the organizational goals

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Table 4: Competence rating scale for evaluation of outcomes of the engineering projects and systems

Rating Scale	Score	Descriptions
Expert	5	<ul style="list-style-type: none"> • Carrying out activities of advanced scope and complexity related to the evaluation of the project outcomes, • Independently coordinating with team members to complete the assignments, • Making independent decisions for devising practical and economical solutions to problems, • Possessing superior skills in this competence; provides mentorship or supervision,
Proficient	4	<ul style="list-style-type: none"> • Carrying out responsibility for given competence, dealing with assigned problems by devising new approaches, applying existing criteria in new ways, • providing guidance to junior engineers, technologists, • Possessing strong skills in this competency above-average ability is apparent,
Competent	3	<ul style="list-style-type: none"> • Carrying out activities of moderate scope and complexity related to the evaluation of the project outcomes, • Providing significant assistance to more senior engineers in carrying out tasks, • Being ready to assume professional engineering responsibilities.
Beginner	2	<ul style="list-style-type: none"> • Carrying out activities of limited scope, and competence usually relying on predetermined standards and techniques • Assisting more senior engineers in carrying out tasks for project evaluation • Having marginal skills, requires training to bring skills to professional level
Novice	1	<ul style="list-style-type: none"> • Receiving training on-the-job assignment, at the beginner's level, • Not performing any supervisory roles related to this competence



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Table 5: Competence rating scale for communication and interpersonal skill

Rating Scale	Score	Descriptions
Excellent	5	<ul style="list-style-type: none"> • Demonstrating extensive understanding and in-depth knowledge of the technical matter for effective communication in terms of oral/presenting, writing, and scientific publications, • Transferring the acquired knowledge and technology to others (Institutions/ departments/ societies) to the stakeholder in the various medium (e.g. technical publications) • Keeping in mind the project performance (decisions in timely manner) in documentation of high standards with the fulfillment of all aspects of professional issues for this competence
Good	4	<ul style="list-style-type: none"> • Taking care of the technical communication with high standard in the professional activities • Applying analytical skill on technical and professional matters recognizing new developments in the job-related field • Taking leads to consider team approach to make decisions
Average	3	<ul style="list-style-type: none"> • Applying analytical skills on technical and scientific research activities in the communication • Supporting to the initiatives for the professional networking, research publication, • Relying on the decisions of others at the critical cases of project implementation
Below average	2	<ul style="list-style-type: none"> • Understanding and applying ICT effectively • Grasping technical matters quickly to communicate with others
Poor	1	<ul style="list-style-type: none"> • Taking supports of other for completing the given responsibilities • Being unaware of others' contribution to complete the task • Applying learned techniques

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Table 6: Competence rating scale for **professional conduct**

Rating Scale	Score	Descriptions
Excellent	5	<ul style="list-style-type: none"> • Admitting mistakes and makes efforts to correct it and demonstrating high standard of integrity, • Maintaining desired confidentiality and credibility • Satisfying professional code of conduct with the high standards based on behaviors, • Making project related decisions in considering high integrity of professional career
Good	4	<ul style="list-style-type: none"> • Performing in truthful, and helpful manner by keeping promises and commitment • Adopting professional practices considering the legal, environmental and social circumstances, • Taking accountability on the decision during the project implementation
Average	3	<ul style="list-style-type: none"> • Displaying fair, sincere and honest attitude to all people • Presenting the factual information without looking into personal gain
Below average	2	<ul style="list-style-type: none"> • Respecting the right and values of others, • Acting deliberately and misleading others
Poor	1	<ul style="list-style-type: none"> • Taking actions which are guided by reward and punishment • Demonstrating certain behavior in front of certain individual/group

Table 7: Competence rating scale for **continual professional development**

Rating Scale	Score	Descriptions
Excellent	5	<ul style="list-style-type: none"> • Providing and demonstrating leadership in continuing professional development activities, • Analyzing gaps excellently and addressing the areas of weakness and demonstrating superior professional development plan, • Taking lead to transfer knowledge in the emerging technology and best practices in the field of engagement, and demonstrates the specialization in his/her field of job,



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Rating Scale	Score	Descriptions
Good	4	<ul style="list-style-type: none"> • He/she has completed good amount of continuing professional development activities, • He/she has developed the strong professional development plan,
Average	3	<ul style="list-style-type: none"> • He/she has completed sufficient continuing professional development activities. • He/she has conducted gap analysis adequately, • He/she has specialized the themes/areas of his professional field of practice
Below average	2	<ul style="list-style-type: none"> • He/she has completed some continuing professional development activities, • He/she has analyzed the gaps marginally, • He/she has developed marginal professional development plan,
Poor	1	<ul style="list-style-type: none"> • He/she has completed little continuing professional development activities, • He/she has not properly analyzed the gaps in the professional areas, • He/she has to developed professional development plan,

2. DEMONSTRATION OF COMPETENCIES BY THE CANDIDATE

The candidate demonstrating the competencies as mentioned in the Competence Framework (**Appendix-Iv**) are required to describe the ability in the same sequence of each standard and indicators. Furthermore, the sequence for the range of indicators (achievement) shall also be maintained in the same way. For example, if the candidate does not possess any relevant indicator of achievement, then he/she shall mention the term '**not performed**' in the respective range of indicator. The description of achievement for each range of indicators shall be linked with the paragraph of Career Report (**Appendix III**).

3. SCORING OF THE RATING SCALES

The candidate shall conduct the self-assessment in the Career Report (CR) (**Appendix III**) for each acquired competencies. The candidate shall assign the rating scale for his achievement of competence indicators and mentioned in the CR. The candidate shall obtain the minimum **competent or good or**

average of rating to be accepted for the next level of evaluation (written examination) for each competence standards. In other words, candidate shall obtain the score of '3' for each competence standards. The scores of the indicators are averaged from the score obtained in the range of indicators. Mathematically the competence score is obtained as mentioned below.

- a. Average Score of Competence Indicators (ASRCI):

$$ASRCI = \frac{\sum RCI_n}{n}$$

- b. Score of Competence Standards (SCS):

$$SCS = \frac{\sum CI_m}{m}$$

- c. Average Score for Competence Standards (ASCS):

$$ASCS = \frac{\sum SCS_p}{p}$$

Where,

ASRCI	Average Score of Competence Indicators
RCI	Range of Competence Indicators
ASCI	Average Score of Competence Indicator
SCS:	Score of Competence Standards
ASCS:	Average Score of Competence Standards
n:	Number of Range of Competence Indicators
m:	Number of Competence Indicators
p:	Number of Competence Standards



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