

**LAO PDR MONITORING COMMITTEE  
ASEAN CHARTERED PROFESSIONAL ENGINEER**

**ASSESSMENT STATEMENT  
FOR  
ASEAN CHARTERED PROFESSIONAL  
ENGINEER**

**LAO PDR MONITORING COMMITTEE**

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## **INTRODUCTION**

### **1.0 The ASEAN Mutual Recognition Arrangement (MRA) on Engineering Services**

- 1.1 The Governments of Member States of the Association of South East Asian Nations (collectively referred to as “ASEAN”, and comprising Brunei Darussalam, the Kingdom of Cambodia, the Republic of Indonesia, Lao People’s Democratic Republic, Malaysia, the Union of Myanmar, the Republic of the Philippines, the Republic of Singapore, the Kingdom of Thailand, and the Socialist Republic of Vietnam) have agreed on the ASEAN Mutual Recognition Arrangement on Engineering Services which aims to:
  - a. facilitate mobility of Engineering;
  - b. exchange information in order to promote adoption of best practices on standards of engineering education, professional practice and qualifications;
- 1.2 A copy of the ASEAN Mutual Recognition Arrangement on Engineering Services which was signed on 9 December 2005, is available at the ASEAN website, at: <http://www.aseansec.org/18009.htm>

### **2.0 ASEAN Chartered Professional Engineer (ACPE)**

- 2.1 Under the MRA, a professional engineer who holds the nationality of an ASEAN Member State and who possesses qualifications and experience that complies with the requirements specified in Part B of this Assessment Statement may apply to be placed on the ASEAN Chartered Professional Engineer Register (ACPER) and accorded the title of ASEAN Chartered Professional Engineer (ACPE).
- 2.2 The Professional Regulatory Authority (PRA) of each participating ASEAN Member State will authorise a Monitoring Committee (MC) to receive and process applications from its professional engineers for registration as ACPE and to maintain the ASEAN Chartered Professional Engineer Register (ACPER). Details of the PRA and MC are in Part A of this Assessment Statement.

### **3.0 Registered Foreign Professional Engineer (RFPE)**

- 3.1 An ACPE who wishes to provide professional engineering services in another participating ASEAN Member State shall be eligible to apply to the Professional Regulatory Authority (PRA) of a host participating ASEAN Member State to be registered as a Registered Foreign Professional Engineer (RFPE).
- 3.2 A Registered Foreign Professional Engineer (RFPE) will be permitted to work in collaboration with designated professional engineers in the said host country, but subject to domestic laws and regulations.

#### **4.0 Privileges and Obligations of a Registered Foreign Professional Engineer (RFPE)**

- 4.1 A Registered Foreign Professional Engineer (RFPE) shall not be eligible to work in independent practice in the Lao People's Democratic Republic (Lao PDR), unless specifically permitted by the Lao Professional Regulatory Authority (PRA). As the Lao PRA has statutory responsibility to register a professional engineer so as to protect the health, safety, environment, welfare and culture of the community within its jurisdiction, it may require a Registered Foreign Professional Engineer (RFPE) to be subjected to some form of supplemental assessment which aims to determine that the RFPE:
- (a) understands the general principles behind applicable codes of practice and laws in the Lao PDR;
  - (b) has demonstrated a capacity to apply such principles safely and efficiently; and
  - (c) is familiar with other special requirements operating within the Lao PDR.
- 4.2 A Registered Foreign Professional Engineer (RFPE) shall provide Engineering Services only in the areas of competence as may be recognized and approved by the Lao PRA. He/she shall also be bound by:
- (a) codes of professional conduct in accordance with the policy on ethics and conduct established and enforced by the country in which he/she is registered as an ASEAN Chartered Professional Engineer (ACPE); and
  - (b) prevailing Lao laws and regulations.

#### **5.0 Purpose and operation of this Assessment Statement**

- 5.1 This Assessment Statement provides a framework for the assessment of professional engineers for placement on the ASEAN Chartered Professional Engineers Register (ACPER) by the Lao Monitoring Committee.
- 5.2 This Assessment Statement shall be reviewed and accepted by the ASEAN Chartered Professional Engineers Coordinating Committee (ACPECC) before Lao Monitoring Committee is authorized to operate the ASEAN Chartered Professional Engineers Register (ACPER)

## **PART A**

### **THE PROFESSIONAL REGULATORY AUTHORITY AND MONITORING COMMITTEE**

#### **6.0 The Professional Regulatory Authority (PRA) in the Lao PDR**

- 6.1 The Council of Lao Architects and Civil Engineers (CLACE) is the Professional Regulatory Authority (PRA) established under the Ministry of Public Works and Transport (MPWT).
- 6.2 The Council of Lao Architects and Civil Engineers is a statutory body that issues and administers regulations, upon the approval of the MPWT, for the registration of professional including engineers working in the field related to construction services.

#### **7.0 The Monitoring Committee in Lao PDR**

- 7.1 The Lao Monitoring Committee (MC) on Engineering Services was established to develop, process and maintain an ASEAN Chartered Professional Engineer Register (ACPER) in the Lao PDR.
- 7.2 This competent and responsible body will assess and certify the qualifications and practical experience of Lao professional engineers and will register them as being technically and morally qualified to undertake Engineering practice as ASEAN Chartered Professional Engineer (ACPE).
- 7.3 The members of the MC comprises of representatives of:
  - 1) the Association of Lao Architects and Civil Engineers (ALACE)
  - 2) the Department of Roads (DoR), MPWT
  - 3) the Department of Waterways Public, MPWT
  - 4) the Department of Public Works and Transport, MPWT
  - 5) the Department of Housing and Urban Planning, MPWT
  - 6) the Department of Transport, MPWT
  - 7) the Department of Water Supply, MPWT(please see Annex 1)

#### **8.0 Functions of the Monitoring Committee (MC)**

- 8.1 In assessing compliance with the qualifications and experience set out in the ASEAN Mutual Recognition Arrangement (MRA) on Engineering Services for registration as an ASEAN Chartered Professional Engineer (ACPE), the MC shall adhere to the criteria and procedures in this Assessment Statement.
- 8.2 The MC shall:
  - a. ensure that all professional engineers registered as ACPE by the ASEAN Chartered Professional Engineers Coordinating Committee (ACPECC) Secretariat comply fully with the requirements specified in the MRA on Engineering Services, and that all of these professional engineers have demonstrated their compliance through the primary procedures and criteria;
  - b. ensure that professional engineers applying for registration as ACPE are required to provide evidence that they have complied with the Continuing Professional Development (CPD) of the Country of Origin at a satisfactory level;
  - c. ensure that professional engineers registered by the ACPECC Secretariat as ACPE apply from time to time for renewal of their registration, and in so doing, provide

evidence that they have complied with the CPD policy of the Country of Origin at a satisfactory level;

- d. ensure the implementation and execution of the amendments agreed as directed by the ACPECC;
- e. issue Certificates of ACPE registration and provide advice on the particulars of any registered ACPE on request; and
- f. keep records for continuing mutual monitoring. In order to facilitate mutual monitoring, verification of operations of the procedures of participating ASEAN Member States and information exchange, the MC shall keep a set of all successful applications for registration on ASEAN Chartered Professional Engineer Register (ACPER).

## **9.0 Authorization to work as Registered Foreign Professional Engineer (RFPE)**

9.1 Applications by an ASEAN Chartered Professional Engineers (ACPE) from another participating ASEAN Country to work as a RFPE in Lao PDR shall be made to the PRA. Upon acceptance and payment of a prescribed fee, the RFPE will be permitted by the PRA to work in collaboration with the designated local professional engineer. The RFPE will not be eligible to work in independent practice to certify engineer works which is required by any written law to be signed by a professional engineer.

9.2 PRA shall monitor and assess the professional practice of Registered Foreign Professional Engineers (RFPE's) to ensure compliance with the MRA. The PRA may prepare rules, which shall not contradict or modify any of the provisions in the MRA, for the purposes of maintaining high standards of professional and ethical practice in engineering.

## **10.0 Requirements for registration as ASEAN Chartered Professional Engineer (ACPE)**

10.1 An professional engineer or practitioner who meets the following qualification, practical experience and conditions is eligible for registration as an ACPE:

- (a) completed an accredited or recognized engineering program;
- (b) acquired practical and diversified experience of not less than seven (7) years of continuous engineering practice since graduation;
- (c) has spent at least 2 years in responsible charge of significant engineering works;
- (d) complied with the Continuing Professional Development (CPD) policy at a satisfactory level; and
- (e) complied with, and agreed to be bound by code of professional conduct and ethics.

10.2 Details of each of the above qualifications, practical experience and conditions are described in the ensuing paragraphs;

10.3 An appropriate for registration as an ASEAN Chartered Professional Engineer (ACPE) shall be made in the format prescribed in form 1 (Annex 3) to this Assessment Statement.

## **PART B**

### **ASSESSMENT MECHANISM**

#### **11.0 Completion of an accredited or recognized engineering programme;**

**11.1** An applicant for registration with the MC as an ASEAN Chartered Professional Engineer (ACPE) must have an engineering degree from a recognised higher education program accredited by an equivalent engineering degree recognized by the ministry of Education of the Lao PDR.

**11.2** The education for professional engineer shall be no less than five (5) years duration delivered on a full time basis in an accredited program in an accredited/validated university in the Country of Origin while allowing flexibility for equivalency;

#### **12.0 Assessment within his own jurisdiction as eligible for independent practice;**

A person applying for registration with the MC as an ASEAN Chartered Professional Engineer (ACPE) must have been assessed within his own jurisdiction as eligible for independent practice and must be a registered and licensed Professional engineer.

#### **13.0 Attainment of a minimum of seven (7) years of practical experience after graduation**

**13.1** A professional engineer or practitioner is eligible for registration as an ASEAN Chartered Professional (ACPE) if he/she has had at least 7 years of relevant practical work experience after completing the accredited or recognized engineering program. Assessment of practical work experience shall be carried out through:

- (a) submission of a report describing the type, significance and level of responsibility of the practical engineer work experience attained over a period of at least 7 years since graduation. The report shall demonstrate that the candidate has engaged in professional practice which, directly or indirectly, calls upon his engineer knowledge, skills, experience and judgment, and has a significant influence on the technical direction of engineering projects or programs; and
- (b) if necessary, a professional interview to review the practical work experience claimed and assess the relevance and adequacy of the candidate for registration.

**13.2** Acceptable engineering practical experience includes design, construction documentations, supervision or other engineering experience such as technical, economic and administrative factors affecting engineering works.

#### **14.0 Completion of at least two (2) years in responsible charge of significant Engineering work;**

**14.1** A professional engineer or practitioner should have spent at least 2 years in responsible charge of significant engineering work and this period could be within the course of the practical work experience since graduation. Assessment will be carried out based on a report to be submitted by the professional engineer or practitioner to the MC.

**14.2** The work shall require the exercise of independent engineering judgment. The projects or programs concerned shall have been substantial in duration, cost or complexity, and the Professional engineer shall have been personally accountable for their implementation. In general, an Professional engineer may be taken to have been in responsible charge of significant engineering work when they have:

- (a) planned, designed, coordinated and executed a project of reasonable complexity; or

- (b) undertaken part of a large project based on an understanding of the whole project; or
- (c) undertaken novel, complex and/or multi-disciplinary work.

### **15.0 Maintenance of Continuing Professional Development (CPD)**

- 15.1 Every ASEAN Chartered Professional Engineer (ACPE) is required to comply with CPD requirements in accordance with guidelines prescribed by the Professional Regulation Authority (PRA) for the renewal of registration as an ACPE.
- 15.2 The objectives of CPD program is to reinforce the need for lifelong learning and to provide a framework through which a Professional engineer could systematically maintain and enhance competency to do a job in their area of expertise.
- 15.3 Every ASEAN Chartered Professional a (ACPE) shall be required to submit evidence on compliance with the CPD requirements.

### **16.0 Compliance with Code of Professional Conduct and Ethics**

- 16.1 All Professional Engineers registered with the MC are bound by the Engineer Code of Ethical Conduct. The MC will also require all Engineer who are registered as ACPE in the ASEAN Chartered Professional Engineer Register (ACPER) to be bound by the same Engineers Code of Ethical Conduct.
- 16.2 ASEAN Chartered Professional Engineer (ACPE) must also agree to be held individually accountable for his/her actions taken in their professional work, both through requirements imposed by the licensing or registering body in the jurisdictions in which they work and through the legal processes of such jurisdictions.
- 16.3 Applicants for registration as ACPE must obtain a certification from the MC that he has no record of serious violation on technical, professional or ethical standards, local and internationally, during the course of his practice of engineering.

### **17.0 Keeping of records for continuing mutual monitoring**

- 17.1 In order to facilitate mutual monitoring, verification of operations of the procedures of participating ASEAN Member States and information exchange, the MC shall keep a set of all successful applications for registration on ACPER, which shall include:
  - a) a copy of the report describing the practical engineering work experience attained over a period of at least 7 years since graduation;
  - b) a report describing the completion of at least 2 years significant engineering work in which Professional Engineer or practitioner was in responsible charge of; and
  - c) evidence of participation in CPD programme.
- 17.2 The MC will carry out annual random audits of at least 5% of the records in the ACPER to determine:
  - a) declarations of participation in CPD; and
  - b) continued compliance with the conditions of registration.

## PART C

### REGISTRATION PROCESS

#### 18. Guide to Application for Registration as ASEAN Chartered Professional Engineer (ACPE)

##### 18.1. General

This section describes the procedures involved in application for and renewal of registration with the Monitoring Committee (MC) as ASEAN Chartered Professional Engineers (ACPEs).

##### 18.2. Application process

- a. Application for registration shall be made on the prescribed in [ANNEX 2](#) and submitted to the MC.
- b. The MC will appoint an Assessment Panel to review and assess the application.
- c. Applicants will be informed of the decision by the MC in writing
- d. A certificate of registration will be issued to successful applicant. The term of registration shall be one year from the date of registration. Registration is renewal on a yearly basis.

##### 18.3. Assessment Panel

- a. The MC will appoint an Assessment Panel comprising a Lead Assessor and an Assessor who are senior and experienced registered professional engineers to review the applications, and carry out professional interviews to assess suitability for registration as ASEAN Chartered Professional Engineer ACPE. The Assessment Panel will make recommendations to the MC whether or not to qualify a candidate as ASEAN Chartered Professional Engineer (ACPE).
- b. Assessors who will be appointed must:
  - Be a Member of the MC;
  - Be Registered professional engineers;
  - Possess more than 10 years of practical experience as registered professional engineers.

##### 18.4 Professional Interview

The Assessment Panel may conduct a professional interview to assess the practical experience in Work. If an interview is necessary, the MC will inform the applicant of the date/time and venue.

##### 18.5. Assessment Report and Decision

- a) The Assessment Panel will prepare and submit its recommendations to the MC. The MC will check to ensure that there is no discrepancy and inadequacy in the assessment procedures.
- b) The MC will consider the recommendations of the Assessment Panel and the decision by the MC to register an applicant will require a positive vote from more than 50% of the committee members.

##### 18.6. Notice of the Results

The MC will inform all candidates of the results of its assessment, including providing reasons for failure where applicable.

##### 18.7. Availability of Assessment Report

The MC will ensure that documents containing information on its assessment of applicants for registration on the ASEAN Chartered Professional Engineers Register will be made available when requested by the ASEAN Chartered Professional Engineers Coordinating Committee (ACPECC) for purposes of review as required under the ASEAN Mutual Recognition of Arrangement (MRA) on Engineering Services.

## MEMBERS OF LAO PDR MONITORING COMMITTEE

1.	<b>Mr. Vongphachanh</b>	<b>Boualaphanh</b>	<b>Chairman</b>
2.	<b>Mr. Vongpheth</b>	<b>Vongphachanh</b>	<b>Vice Chairman</b>
3.	<b>Mrs. Moukmany</b>	<b>Vannasy</b>	<b>Member</b>
4.	<b>Mr. Korakanh</b>	<b>Senebouttalath</b>	<b>Member</b>
5.	<b>Mr. Khamphonemisay</b>	<b>Phommathat</b>	<b>Member</b>
6.	<b>Mr. Phokham</b>	<b>Inthavong</b>	<b>Member</b>
7.	<b>Mr. Toui</b>	<b>Xaiveeheuang</b>	<b>Member</b>

### Contact point:

Lao PDR Monitoring Committee,  
 Council of Lao Architects and Civil Engineers  
 Ministry of Public Works and Transport  
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**APPLICATION FOR ASEAN CHARTERED PROFESSIONAL  
ENGINEER (ACPE)**

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## 1. Aim

This Procedure is applicable to the verification requirements of engineers who apply to be registered with the MC. This is to meet stipulated requirements of the ASEAN Mutual Recognition Arrangement (MRA) on Engineering Services as ASEAN Chartered Professional Engineer (ACPE).

## 2. Scope

It encompasses the processing of applicants to register as ACPE.

## 3. Reference Document

ASEAN Mutual Recognition Arrangement on Engineering Services

## 4. Abbreviations/Terminology

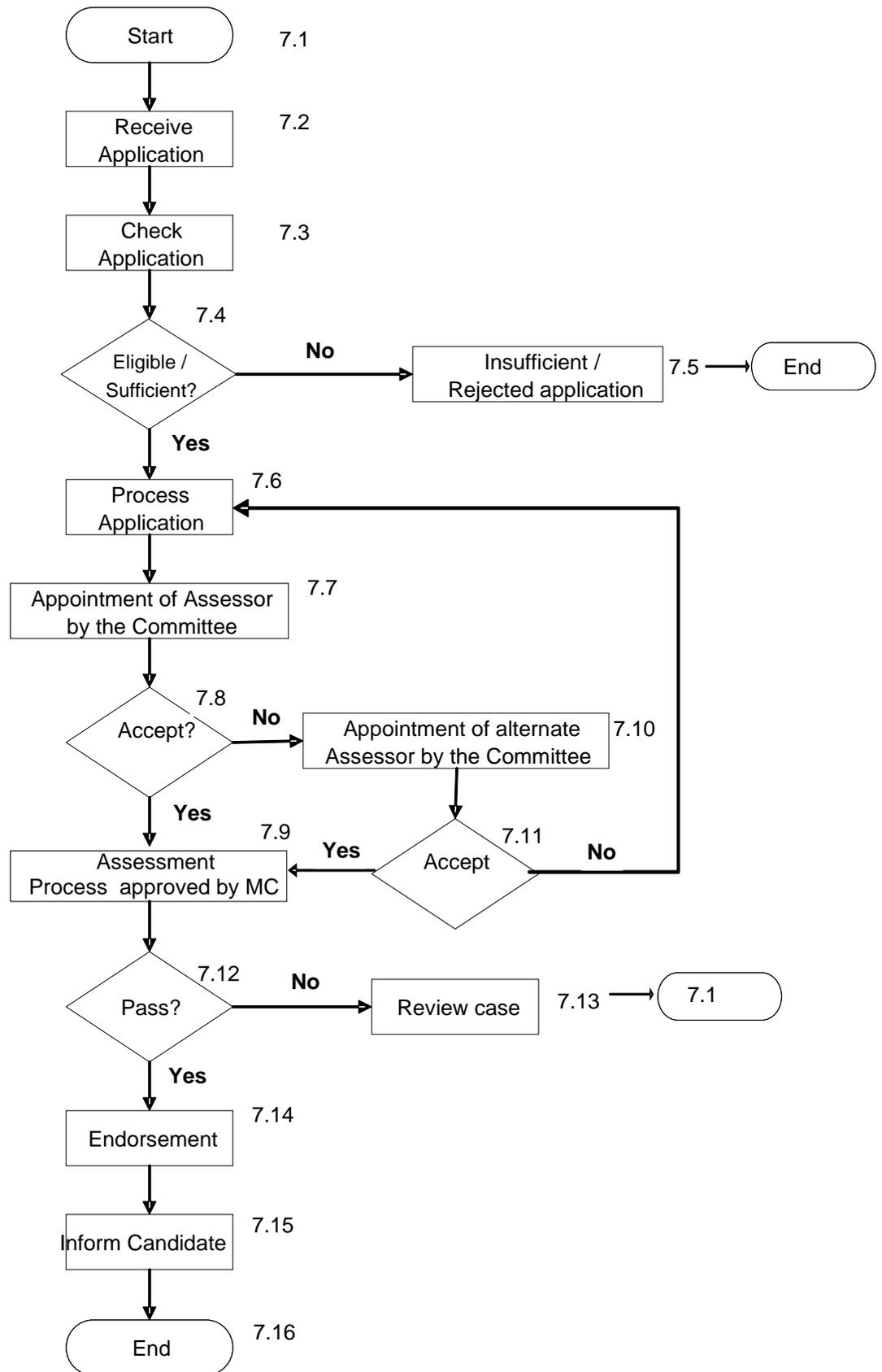
ACPER	:	ASEAN Chartered Professional Engineer Register
ACPE	:	ASEAN Chartered Professional Engineer
ACPER	:	ASEAN Chartered Professional Engineers Register
ALACE	:	Association of Lao Architects and Civil Engineers (Laos)
AO	:	Administrative Officer
CPD	:	Continuing Professional Development
ALACE	:	Association of Lao Architects and Civil Engineers
CLACE	:	Council of Lao Architects and Civil Engineers
MC	:	Monitoring Committee
MRA	:	Mutual Recognition Arrangement
MPWT	:	Ministry of Public Works and Transport (Laos)
PRA	:	Professional Regulatory Authority
PRBoE	:	Professional Regulatory Board of Engineer
PRC	:	Professional Regulation Commission
RFPE	:	Registered Foreign Professional Engineer

## 5. Responsibility

The responsibility of implementing and maintaining this procedure is with the Chairman of Monitoring Committee acting on behalf of the Professional Regulatory Board of Engineer.

Routine administration associated with this function is with Administrative Officer of MC and other support staffs who are held responsible for the quality of their work at all times in accordance with written procedures and instructions.

## 6. Flow Chart



## 7.0 Details

### **Action**

### **Responsibility**

#### **7.1 Start**

#### **7.2 Receive Application**

Receive application from the registered professional engineer

AO

#### **7.3 Check Application for Eligibility**

Check on the application based on the following criteria and the following documents are in order and complete:

AO

- (i) Practical Experience as stated in Article 3 of the MRA
- (ii) [Annex 3](#) (application letter)
- (iii) [Annex 4](#) (portfolio)
- (iv) [Annex 5](#) (declaration)
- (v) Professional Registration Letter
- (vi) Copy of Degree

#### **7.4 Eligible / Sufficient?**

AO

- (i) If eligible/sufficient, follow step 7.6
- (ii) If not eligible or insufficient documents submitted, follow step 7.5

#### **7.5 Insufficient / Rejected Application**

- (i) Inform the candidate by writing that his/her application is insufficient / rejected.
- (ii) Application end.

AO

#### **7.6 Process Application**

AO & MC

7.6.1 Admin. Officer forward application for MC Committee's consideration:

- (i) A brief summary of the candidate's experience.
- (ii) Propose two (2) Principal Assessors, with ten (10) years experience as registered professional Engineer, according to candidate's branch and experience as in Form Annex 3

7.6.2 MC appoints three (3) Assessors to examine the applicant.

#### **7.7 Appointment of Assessor by the Committee**

Send letter of appointment to the first Principal Assessor together with the following documents:

AO & MC

- (i) Guidelines on ACPE
- (ii) Instruction to Assessors
- (iii) Question on "Code of Professional Conduct"
- (iv) [Annex 8](#) (letter of appointment)
- (v) [Annex 6](#) (assessor's report)
- (vi) The Candidate related information

<b>Action</b>	<b>Responsibility</b>
<b>7.8 Accept?</b>	ASSESSOR
<ul style="list-style-type: none"> <li>(i) If first Assessor accepted the appointment, follow step 7.9</li> <li>(ii) If appointment is not accepted follow step 7.10</li> </ul>	
<b>7.9 Assessment Process</b>	ASSESSOR
<ul style="list-style-type: none"> <li>(i) Appoint Third Assessor of the same related branch with Principal Assessor. Third Assessor must have 10 years experience as registered professional Engineer.</li> <li>(ii) Liaise directly with the candidate to conduct the assessment.</li> </ul>	
<b>7.10 Appointment of Alternate Assessor by the Committee</b>	AO & MC
Send letter of appointment to the Alternate Assessor together with the related documents.	
<b>7.11 Accept?</b>	ALT. ASSESSOR
<ul style="list-style-type: none"> <li>(i) If the two Alternate Assessors accepted the appointment, follow step 7.9</li> <li>(ii) If appointment is not accepted, repeat step 7.6</li> </ul>	
<b>7.12 Pass Assessment?</b>	AO
<ul style="list-style-type: none"> <li>(i) If yes, follow step 7.14</li> <li>(ii) If no, follow step 7.13</li> </ul>	
<b>7.13 Review on fail / referred case</b>	MC
<ul style="list-style-type: none"> <li>(i) One of the Committee members of the same branch of the candidate will be appointed to review the result.</li> <li>(ii) The result will be presented for Committee's recommendation.</li> </ul>	
<b>7.14 Result Endorsement</b>	MC & BOA
MC Committee will consider the result of assessment: The Committee's recommendation will be presented to the MC for endorsement.	
<b>7.15 Inform Candidate</b>	REG
Inform the candidate of the result by writing	
<b>7.16 End</b>	

**Form 1**  
**APPLICATION FOR AN ENGINEER TO BE REGISTERED AS**  
**ASEAN CHARTERED PROFESSIONAL ENGINEER**

*(To be completed by Applicant in BLOCK LETTERS)*

Name of Professional Engineer Applicant :  
.....  
*(As in Passport)*

Academic Qualification Obtained : .....

Qualification Place and date obtained : .....

PRC Registration No. & Date :..... / .....

ASEAN Chartered Professional Engineer Register (ACPER) : .....

**Certified Compliance with ASEAN Chartered Professional Engineer Criteria:**

Completed an accredited or recognised Engineering program, or assessed recognized equivalent	
Been assessed within their own country as eligible for independent practice	
Gained a minimum of not less than ten (10) years of continuous engineering practice after graduation, of which at least five (5) years shall be after licensure/registration	
Spent at least two years in responsible charge of significant engineering work	
Complied with the Continuing Professional Development policy of the Country of Origin at a satisfactory level	
Confirmed signature on statement of compliance with codes of ethics	

Signed : .....

Name of Officer Delegated : .....

ASEAN Chartered Professional Engineer Monitoring Committee :  
.....  
(Name of Country of Origin)

Date : .....

*\*delete whichever is not applicable*

Form 2

**SIGNIFICANT ENGINEERING WORK APPLICATION FOR  
ASEAN CHARTERED PROFESSIONAL ENGINEER REGISTRATION**

Receipt No. : .....

Name of Professional engineer : .....  
(As in Passport)

PRC Registration No.

Date : ..... / ..... / .....  
(DD/MM/YY)

Qualification : .....

Date of Birth : ..... / ..... / .....  
(DD/MM/YY)

Mailing Address : .....  
.....

Postcode: .....

Country : .....

Present Company/Work Place Name: .....

Company/Work Place Address : .....  
Postcode : .....  
Country : .....

I wish to be placed on the ASEAN Chartered Professional Engineer Register (ACPER) and apply as described below in accordance with the provision that defines two years experience in responsible charge of significant engineering works.

1. Significant engineering Work Experience (describe in retrospective order, beginning with the most recent one.)

Work No.	Starting Date/ Ending Date/ (months)	Name of Organisations/ Position/Title	Name of Work	Attestant's Column		
				Signature	Relationship of Attestant to Applicant	Tel/Fax

Note: The attestant above shall be, in principle, the representative of the organisation under which the applicant executed his engineering work.

2. Detailed Description of Significant Engineering Work (Describe, in detail, each work listed in the preceding page.)

Work No.	Position in Engineering Work	Contents of Work (Describe the contents and significance of the work, the applicant's role, and the degree of the applicant's responsibility in about 50 words.)

Note: Make copies of this sheet when extra sheets are needed.

To the ASEAN Chartered Professional Engineer Monitoring Committee,

I hereby declare that the above descriptions are true to the best of my knowledge.

Signature : .....

Engineer Applicant's name :  
.....

Date : .....

**DECLARATION FOR THE APPLICATION AS  
ASEAN CHARTERED PROFESSIONAL ENGINEER (ACPE)**

I hereby declare that:

I am a professional engineer registered with the Professional Regulatory Board of Engineer YES NO

I meet the entire requirement as stated in Article 3 of the ASEAN Mutual Recognition Arrangement (MRA) on Engineering Services

No disciplinary action have been taken against me

I am not a bankrupt

Others:

.....  
.....  
.....

Yours Sincerely,

.....  
(Signature)

Name (As in Passport) : .....

Passport No. : ..... Valid until .....

PRC Reg. No. : ..... Valid until .....

.....

Date: ..... *Note: Please tick (✓) in the relevant box.*

**ASSESSOR'S REPORT**

---

Date of Assessment: .....

Candidate's name : .....

Position of employment : ..... Age: .....

---

**ASSESSOR'S REPORT**

1. DOCUMENTS:

Report (training and experience) : .....

.....

.....

.....

CPD : .....

.....

.....

2. INTERVIEW:

Office/ Design Experience (amount and quantity) : .....

.....

.....

Site Work Experience (amount and quantity) : .....

.....

.....

3. ASSESSOR'S RECOMMENDATION: *Please tick (✓) in the box where appropriate.*

- PASS
- FAIL

If fail, candidate's weakness lies in the following:

- Design/Office Experience
- Site Work Experience
- Others, please specify: .....
- .....

Elaborate on reasons for failure:

.....

.....

.....

.....

.....

.....

**Assessors:**

(1) Signature : .....

Name : .....

(2) Signature : .....

Name : .....

**MONITORING COMMITTEE SUMMARY OF ASSESSMENT OF  
APPLICATION FOR ASEAN CHARTERED PROFESSIONAL  
ENGINEER REGISTRATION**

Name of Applicant : .....  
(As in Passport)

Qualification, place and date obtained : .....

PRC Registration No: ..... Date : .....

ASEAN Chartered Professional Engineer Register :  
.....

Certified Compliance with ASEAN Chartered Professional Engineer Criteria:

Completed an accredited or recognized engineering program, or assessed recognized equivalent	<input type="checkbox"/>
Been assessed within their own country as eligible for independent practice	<input type="checkbox"/>
Gained a minimum of ten years practical experience since graduation, of which at least five (5) years shall be after licensure/registration	<input type="checkbox"/>
Spent at least two years in responsible charge of significant engineering work	<input type="checkbox"/>
Complied with the Continuing Professional Development policy of the Country of Origin at a satisfactory level	<input type="checkbox"/>
Confirmed signature on statement of compliance with codes of ethics	<input type="checkbox"/>

Signed

.....

Officer Delegated  
ASEAN Chartered Professional Engineer Monitoring Committee Lao PDR

Date : .....

**ANNEX 8**

Ref. No: .....

Date: .....

.....  
(Name of assessor appointed)

.....  
.....  
(Address)

Tel. No. : .....

Sir,

**APPOINTMENT AS LEAD ASSESSOR FOR ACPE**

Referring to the subject above, the Lao PDR Monitoring Committee (MC) has appointed you as the LEAD Assessor to evaluate applications for ACPE.

.....  
(Name of candidate as Lead Assessor)

1. Please inform the Lao PDR Monitoring Committee (MC) within two weeks if you accept or decline the appointment.
2. If you accept the appointment, please carry out the following:
  - (i) Nominate a second assessor to assist you in the evaluation. The second assessor must be a registered professional engineer registered with the PRC for at least five years.
  - (ii) Inform the MC the name and address of the second assessor.
  - (iii) Contact the candidate/s, secure and evaluate the documents and conduct interviews
  - (iv) If you have any relationship, business or other dealings with the candidates or his employer please inform the MC.

The MC wishes to thank you for your cooperation.

Thank you.

Yours sincerely,

.....  
.....

For and behalf of the **Lao PDR Committee**