

The Institute of Demolition Engineers

APPLICATION FOR ASSOCIATE MEMBERS TO BECOME FULL MEMBERS



Important:

Please read the notes accompanying this application form carefully.
Incomplete application forms will be returned to the applicant.

NATIONAL SECRETARY:
Maureen Tong-Ralphs (Mrs)
1st, 2nd, 3rd Floor Eagle Court
130 High Street
Rochester, Kent ME1 1JT
TEL: 01634 790548
E-mail: info@ide.org.uk
Website: www.ide.org.uk
Latest Version: 21.03.17

For Office Use

Name:			
Membership No:			
Diary	CV attached	Portfolio	2 yrs AMIDEe
Full CPD record?	PDF	Agenda	Prof Interview

**APPLICATION FOR UPGRADE TO FULL MEMBERSHIP OF THE INSTITUTE OF
DEMOLITION ENGINEERS**

Please complete in **BLOCK CAPITALS** or **TYPESCRIPT**

A. PERSONAL INFORMATION

Surname	
Other names	
Preferred first name	
Address	
Postcode	
Landline Phone No	
Mobile Phone No	
E-mail Address	
Date of Birth	
Membership No	

B. NAME AND ADDRESS OF PRESENT EMPLOYER

--

C. PORTFOLIO OF DEVELOPMENT AND EXPERIENCE GAINED IN DEMOLITION ENGINEERING OVER THE PAST TWO YEARS

This must include the information requested in the four sections below and accompany this application form.

1. A diary for the past 2 years, which must include projects on which you have worked and your role in them. The Institute is interested in your personal development and not that of the company for which you work.
2. A detailed CV, in particular focussing on the last 2 years.
3. Training undertaken in the past 2 years with copies of certificates awarded.

NB: Accepted Training for Membership

Complete 2 years, and no more than 3 years as an Associate Member.

Continue to meet the requirements of Associate Membership.

Complete a CSCS Managers/PQP Touch Screen test within the last 2 years.

Submit a portfolio of work for the past 2 years for acceptance of the Membership Committee with completed PQP Card application form (see Point 6 below)

Undertake a Professional Interview

4. Testimonials from clients, colleagues or employer complimenting you personally on your expertise and competence.
5. A copy of the results from the Managerial and Professional Health & Safety Test (MAPS)
6. A copy of your CSCS PQP Card for Professionally Qualified Persons.
If you do not have a CSCS PQP Card please complete the relevant form and return along with your application for Full Membership to the National Secretary. This will be processed once you have successfully obtained the grade of Full Membership.
<http://www.demolitionengineers.net/membership/cscs-demolition-engineer-card/>

D. DECLARATION

To the best of my knowledge and belief, the information I have given is true. I confirm I wish to attend a Professional Interview to be upgraded to Full Member of the Institute of Demolition Engineers. If elected and admitted to this grade, I agree to abide by the Rules of the Institute. I understand that the Council of Management has discretion to refuse an upgrade without giving reasons.

SIGNATURE	DATE
------------------	-------------

PLEASE RETURN COMPLETED FORMS TO THE SECRETARY (Address on the front page)
Answers given in this form and the documents submitted will only be made available to the Council of Management.

ELECTION AND ADMISSION TO FULL MEMBERSHIP APPROVED

Signed	Chairman of the Membership Committee and President of the Institute
Date	

INSTITUTE OF DEMOLITION ENGINEERS



Diary / Portfolio in preparation for the Professional Interview

Name:	
Date:	

Preparation and submission of Portfolio - Guidance

Please provide information for the past two years, as detailed below – maximum 20 pages, font size Arial 11 pt

Convert to a PDF file and preferably e-mail it to the IDE National Secretary to reach her no later than one month before the meeting at which you wish for it to be considered.

If you do not have access to e-mail, please provide a 'hard' copy, which should be loose leaf, only printed on one side and not bound or stapled.

The information we require:

- Section 1 List of Jobs (Diary including dates) where you have been involved and your role in them
- Section 2 Case Studies - provide 3 examples, including scope of works, photographs and your personal role and responsibilities.
- Section 3 Curriculum Vitae
- Section 4 Training Certificates
- Section 5 Personal Testimonials (not Company references – must name you within text of reference)

Section 1 Project Details

Project Title	Brief details	Duration with dates	Role & Responsibilities
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

Section 2 Case Study 1

The case studies are an assessment of your personal experience. Please state your role in each project

Project Title

and dates:

Narrative:

Section 2 Case Study 2

The case studies are an assessment of your personal experience. Please state your role in each project

Project Title

and dates:

Narrative:

Section 2 Case Study 3

The case studies are an assessment of your personal experience. Please state your role in each project

Project Title

and dates:

Narrative:

Section 3 Curriculum Vitae

Section 4- Training Certificates

Section 5 Personal References