



## UGANDA ASSOCIATION OF CONSULTING ENGINEERS

### APPLICATION FOR REGISTRATION AS A FIRM

(To Be Completed by the Applicant in Block Letters)

Name of Company

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Postal Address:

.....

Physical Address (Location of Registered office) .....

Building No: ..... Block No: .....

Street Name: ..... Town/City: .....

Tel No: ..... E-mail: .....

Mobile No: ..... TIN Reg. No: .....

#### 1. DIRECTOR/PARTNERS IN THE BUSINESS:

##### a. Details (Where space is limited, attach annex)

Name	Discipline	ERB No./ Equivalent
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....

**b. Attachments backing information in a) above:**

- CVs of the persons above
- Copies of passport size photographs
- Copy of National ID or equivalent
- Copy of ERB Registration Certificate
- Copy of ERB Practicing License
- Copy of UIPE Membership Certificate
- Copy of Membership Certificate to a Professional body

**2. LIST OF SERVICES PROPOSED TO BE OFFERED BY THE FIRM/INDIVIDUAL**

*(Where space provided is insufficient, please **attach annexed sheet.**)*

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**3. INFORMATION ON EMPLOYEES OF THE COMPANY**

- i. Number of Employed Engineers:  
Graduate Engineers: .....  
Professional Engineers: .....  
Temporary Engineers (Sub Consultants): .....
- ii. Number of Technical Support Staff: .....
- iii. Number of Administrative Staff: .....

**4. PARTICULARS OF EQUIPMENT/FACILITIES OWNED:** *(e.g. computers and accessories, Communications equipment, drawing office, surveying or other instruments etc.)*

Name of equipment <sup>1</sup>	Quantity	Ownership (produce evidence)	Remarks

<sup>1</sup> Add as attachment/annex to this application



**5. NAME & ADDRESS OF COMPANY’S BANKERS:**

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**6. COMPANY DOCUMENTS TO BE ATTACHED WITH THIS APPLICATION FORM:**

- i). Application Letter
- ii). Power of Attorney of Signatory/Representative
- iii). Certified Memorandum and Articles of Association
- iv). Company form 7/20
- v). Certified Certificate of Incorporation/Registration of business
- vi). Company profile
- vii). Any other information/document deemed relevant



**7. SUBSCRIPTION CATEGORY**

<b>Class</b>	<b>Qualification</b>	<b>Subscription</b>
A	Engineering Consulting Firm with Annual Turnover above USD100,000	UGX2,500,000
B	Engineering Consulting Firm with Annual Turnover below USD100,000	UGX1,700,000
C	Individual Consulting Engineer	UGX1,000,000
D	Associate Membership - Firm	UGX1,700,000
E	Affiliate Membership - Firm	UGX1,000,000
F	Affiliate Membership - Individual	UGX750,000
G	Affiliate Membership - Foreign firm	USD2,500
H	Affiliate Membership - Foreign individual	USD1,000

Kindly indicate below your firm’s preferred category.

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**8. INTERPRETATIONS**

**1.1 Consulting Engineer**

An individual possessing the necessary qualifications to practice in one or more of the various branches of engineering who:

- a) As his principal occupation devotes himself either individually on his own account or as a partner, director or consultant of a firm of consulting engineers to advising the public on engineering matters or designing and supervising the construction of engineering works and;
- b) For such purpose occupies his own office and employs his own staff or in the case of a partner, director or consultant of a firm of consulting engineers uses the office and staff of the said firm and has no direct or indirect concern or interest in any commercial or manufacturing or contracting business such as would tend to influence his exercise of an independent professional judgment in the class of work in which he or his firm engages.

**1.2 Consultant**

An individual required in a consulting capacity by one or more consulting engineers either having himself formerly been a consulting engineer, otherwise than as a consultant or (whether or not formerly a consulting engineer) for his particularly specialized or distinguished knowledge.

**1.3 Associate Member**

An engineering or consulting firm employing consultants and engineers and carrying out consulting engineering services as part of its business activities. The company/firm may or may not be fully owned by a registered engineer/s.

**1.4 Affiliate Member**

A related Professional, Professional Organization/Firm, Foreign Consulting Firm or Individual, given that the entity/person has/renders services to the consulting engineering industry and/or is in full support of the objectives of the Association.

Name of person having Power of Attorney: .....

Signature: .....

Date: .....

Stamp/ Seal (below): .....

