

Sample Form and Simple Steps for Filling the Form

STEP-1:

Go to the website <http://www.ecindia.org>

STEP-2:

Click on the link “Registration Information & Process” on the left side of the home-page.

STEP-3:

If Student of an Engg. College/Polytechnic, click to download the “**Student Register Form**” for SE/Dip.SE. The link is provided on the left side of “**National Register Information**” Page. Open the downloaded Application form and read the instructions given in the form carefully and understand them.

If you are a graduate engg./diploma engg./3-year diploma from a polytechnic or equivalent, then click on “**Registration Form**” to download the form. Open the downloaded Application form and read the instructions given in the form carefully and understand them.

These instructions, given in the form are to be complied with, without fail.

STEP-4:

Start filling the form on the desktop/laptop in “**word format**” only.



Engineering Council of India

801, Hemkunt Chambers, 89, Nehru Place, New Delhi-110019

Phone: +91 11 41783281

Email: eci@ecindia.org, ecipenationalregister@gmail.com, Website: www.ecindia.org

Registration Form for Senior Professional Engineer (SrPE)/ Professional Engineer (PE)

APPLICATION FORM INSTRUCTIONS FOR FILLING THE FORM

- Form should be downloaded from the website www.ecindia.org, the soft copy filled in and then emailed to ecipenationalregister@gmail.com in word format only, and a printout of the filled form taken.
- The above printout should be sent to the concerned member association of ECI or directly to ECI along with the self-attested copies of the relevant documents.
- All the details, as required in the form, are essential and need to be provided, except for points no 3,7, 8 and 9. In these cases, if no details are available, then simply write as Not Applicable/Nil.
- Correspondence address implies the location at which you would like to receive your letters/certificate.
- At point 5, description of Branch in Engineering implies the Engineering Branch in which you have qualified and would like to register.
- At point 6, Field of Specialisation/s implies the fields or the sectors or areas in which you specialise in. A note outlining justification is to be attached.
- At point No. 10, It is essential that the two references are reputed engineers and who are known in society. They should be willing to vouch for you.
- Checklist at the end should also be filled in.

Section-A

(Personal Particulars)

Shri
Mr.
Ms.
Mrs.
Dr.
Er.
Brig.
Col.
Maj.
Gen.

Date of Birth (must be as per your High School Certificate)

Date

Month

Year

1.1	Name (In ers) [Name must be the same as in Engineering Degree/Diploma certificate or equivalent]			
	Title/ Salutation	First Name		Middle Name
	DR.	SANJAY		KUMAR
1.2	Date of Birth (dd/mm/yyyy)		05 10 1977	Last Name
1.3	Place of Birth (City)		KANERI (KOLHAPUR)	
	(Country)		INDIA	
1.4	Nationality		INDIAN	
1.5	Male	<input type="checkbox"/>	Female	<input type="checkbox"/>
1.6	Single	<input type="checkbox"/>	Married	<input type="checkbox"/>
<p>[Tick on the appropriate Box]</p> <p>[Tick on the appropriate Box]</p> <p>Paste Passport Size Photograph here</p> <p>Photograph</p>				

1.7	Current Employment Particulars:									
	Name of Present Organisation / Work Place				HONDA VEHICLE MANUFACTURERES LIMITED					
	Designation				MANAGER – (UTILITIES PLANNING-PROJECTS)					
	Address:				PLOT NO. X-1,PHASE IV,CHAKAN MIDC AREA,VILLAGE – NIGHOJE, TAL: KHED					
	City				CHAMAN					
	District				DHULE					
	State				MAHARASHTRA					
	Country				INDIA					
	Pin Code				4XXXX1					
	Country Code		91	STD Code		011	Telephone No.		4XXXXXX7	
							Fax No.		4XXXXXX8	
							Mobile No.		9XXXXXXXXX1	9XXXXXXXXX2
	E-mail Id.				abc.xyz@xyz.com		abc@yahoo.co.in			
	Website				www.xyz.com					

1.8	Correspondence Address: (to intimate the any change of address, at the earliest)									
	Name:				DR. DEEPAK KUMAR KADAM					
	Address:				FLAT NO., BUILDING NO-BUILDING NAME, FLAT NO., NAME OF THE ROAD, NAME OF LACALITY					
	City				CHAMAN					
	District				DHULE					
	State				MAHARASHTRA					
	Country				INDIA					
	Pin Code				4XXXX1					
	Country Code		0091	STD Code		022	Telephone No.		272XXXX1	
							Fax No.		272XXXX2	
							Mobile No.		9XXXXXXXXX0	9XXXXXXXXX1
	E-mail Id.				xyz@abc.com		xyz@abc.com			
1.9	Nearest District Head Quarter where you are located						NAME OF THE DISTRICT			

Please provide the **self-attested copies** of all educational certificates as per instruction no.-2.

Section-B

(Educational Qualification and Professional Experience)

2. Engineering Qualification(s) for Registration

	Engineering Qualification/s	Institute/University	Engineering Discipline	Sub-discipline	Year of Joining	Year of Completion
1.	DIPLOMA	GOVERNMENT POLYTECHNIC, KOLHAPUR	MECHANICAL ENGINEERING	MECHANICAL ENGINEERING	19XX	19XX
2.	Bachelor of Engineering (B.E.)	INDIAN INSTITUTION OF INDUSTRIAL ENGINEERING, MUMBAI.	INDUSTRIAL ENGINEERING	MECHANICAL ENGINEERING	20XX	20XX
3.						
4.						
5.						

Please provide the **self-attested copies** of all educational certificates as per instruction no.-2.

3. Other non-engineering Post Graduation professional qualifications

	Qualification/s	Institute/University	Disciplines	Sub-discipline	Year of Joining	Year of Completion
1.	PH.D.	XYZ UNIVERSITY, PUNE	GENERAL MANAGEMENT	ENERGY MANAGEMENT	20XX	20XX
2.	MBA	XYZ, NEW DELHI	OPERATIONS MANAGEMENT	OPERATIONS MANAGEMENT	20XX	20XX
3.	CERTIFIED ENERGY MANAGER	BUREAU OF ENERGY EFFICIENCY,INDIA	ENERGY MANAGEMENT	ENERGY MANAGEMENT	20XX	20XX
4.	INDIAN GREEN BUILDING COUNCIL ACCREDITED PROFESSIONAL	INDIAN GREEN BUILDING COUNCIL	GREEN BUILDING	GREEN BUILDING	20XX	20XX

Please provide the **self-attested copies** of all experience certificates

Brief Description of Responsibilities as per your work profile

4. Professional Experience:

Describe your experience in the following format, for each period of your employment / involvement in retrospective order i.e. starting from present position in descending sequence without any gap in experience and if any gap in experience please provide the details of that period. If self-employed, write self-employed under Position, and give details of experience. **Please also underline the experience in a responsible position of significant engineering activity.**

S. No.	From	To	Position	Organisation	Brief Description
1.	APRIL 20XX	TILL DATE	MANAGER- UTILITIES PLANING-PROJECTS	XYZ MANUFACTURERES LIMITED, CHAKAN, PUNE.	AUTOMOBILE MANUFACTURING INDUSTRY INFRASTRUCTURE PLANNING, DESIGNING,PROJECT EXECUTION,COMMISSIONING,OP ERATION AND MAINTENANCE,ENERGY MANAGEMENT
2.	JULY 20XX	APRIL 20XX	DEPUTY MANAGER- TOTAL FACILITY MANAGEMENT	ABC LIMITED, BANGLORE	FACILITY MANAGEMENT OF XYZ INDIA PVT. LTD., OPERATION & MAINTENANCE OF AUTOMOBILE MANUFACTURING FACILITY, ENERGY MANAGEMENT
3.	OCT. 20XX	JUNE 20XX	DEPUTY MANAGER- ENGINEERING	ABC INTEGRATED SERVICES PVT. LTD.	FACILITY MANAGEMENT OF XYZ PHARMACEUTICALS LTD., OPERATION & MAINTENANCE OF PHARMACEUTICALS MANUFACTURING FACILITY, ENERGY MANAGEMENT
4.	JAN. 19XX	AUG. 20XX	JR. ENGINEER	ABC LIMITED, AMBOLI.	PROJECT AND MAINTENANCE OF FULLY AUTOMATIC FOUNDRY UNIT.

Write the Discipline/ Branch of Engineering for which you want to get certificate

5. State Discipline/ Branch of Engineering, which is to be registered:

MECHANICAL ENGINEERING

6. Field of Specialisation(s) [Maximum Four]

Specify fields discipline of specialisation(s) and its sub-discipline, under which you would like to be registered. **A note outlining justification is to be attached. RESUME ATTACHED.**

Note: You have to complete the CPD requirements for each category of specialisation individually.

1.	Structural Engineering
2.	Energy Management

3.	
4.	

Name of the Institution e.g. The Institution of Electronics and Telecommunication Engineers

Section-C (Others)

7.0 Name and Category of Membership in Engineering - related Professional Institutions / Associations / Societies

S.N.	Name of Association	Category of Membership	Discipline	Sub-discipline	From	To
1.	NAME OF THE INSTITUTION	ASSOCIATE MEMBER (AMIE) MEMBERSHIP NO.	MECHANICAL ENGINEERING	MECHANICAL ENGINEERING	YYYY	TILL DATE
2.	NAME OF THE INSTITUTION	CHARTERED ENGINEER (C.Eng.)	MECHANICAL ENGINEERING	MECHANICAL ENGINEERING	YYYY	TILL DATE
3.	NAME OF THE INSTITUTION	MEMBER- No.	HVAC	HVAC	YYYY	TILL DATE

8. Executive Development Programme/Training Programme/ Conferences, Seminar, Workshop, Technical Presentations Attended / Participated

S.No.	Title/Subject	Duration	Nature of Participation	Conducting Organisation
1.	DOING THE THINGS IN PROJECT MINDSET	2 DAYS	PROJECT MANAGEMENT PROFESSIONAL	XYZ PROJECT MANAGEMENT INSTITUTE
2.	ADVANCED TRAINING ON GREEN BUILDINGS	2 DAYS	GREEN BUILDING PROFESSIONAL	ABC COUNCIL

9.0 Books/Articles/Research/Technical Reports written/ Talks/Programmes conducted by Candidates

S.No.	Title	Date	Subject	Published by/Conducted at
1.	"Barriers in implementation of Energy Efficient Technologies in Selected Automobile Industries in Pune"	05.01.1968	Barriers in implementation of Energy Efficient Technologies	International Journal of ABC Research and Management (XXXX), Volume 2, Issue 9, September YYYY, pp. 0000-0000, ISSN (e): 0000-0000 (Impact Factor: 0.000)
2.	"Opportunities for Energy Efficiency in Industrial Utilities"	20.05.1975	Energy Efficiency in Industrial Utilities	Matrix Business Review, Research Journal, Volume 1, Issue 1, February YYYY – August YYYY, Matrix Business School, Pune, pp. 00-000 (ISSN 0000-0000)
3.	"Energy Audit- A tool for Energy Management"	25.10.1986	Energy Audit	ABC, XYZ's management Research journal, Volume- XX, Issue – 0, January YYYY – June YYYY, Shri ABC, XYZ, Pune, pp. 00-00. (ISSN Number: 0000-0000).

4.	Delivered "Talk" as a Chief Guest on the occasion of State Level Technical Research Paper Competition.	12.11.2010	Expectation from Engineering Diploma holders by industries.	Government Polytechnic , Kolhapur
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Names of the two engineer referees who must be either registered Professional Engineer with ECI or Reputed engineer with minimum 7 years of work experience in a respectable position, please provide the complete contact details of referees

10. I am known to the following two referees (engineers):

1.	Name	NAME OF THE PERSON WITH TITLE
	Address	CURRENT CORRESPONDANCE ADDRESS OF THE PERSON
	E-mail	xxx@abc.com
	Telephone No.	COUNTRY CODE – STD CODE – TELEPHONE NO.
	Mobile No.	98XXXXXXX6 [10 DIGIT MOBILE NO.]
	Knows since (Period)	NO OF YEARS
2.	Name	NAME OF THE PERSON WITH TITLE
	Address	CURRENT CORRESPONDANCE ADDRESS OF THE PERSON
	E-mail	xxx@abc.com
	Telephone No.	COUNTRY CODE – STD CODE – TELEPHONE NO.
	Mobile No.	98XXXXXXX6 [10 DIGIT MOBILE NO.]
	Knows since (Period)	NO OF YEARS

Please provide the copy of the proof in case of NEFT/online transfer and mention here

Section-D (Payment Details)

11. Registration Fees- Bank transfer/draft/Pay order in the name of Engineering Council of India (Account details will be given on request)

Amount in Rs.	Multi city Cheque / Bank draft no /NEFT/online transfer/Cash	dated	Bank
Rs.3450/-	000030	10.02.2016	SYNDICATE BANK CHAKAN

- Fee:** The initial registration fee will be Rs. 3000 for PE, Rs. 2000 for APE, Rs 2000 for ApE/GE, Rs 2000 for JrApE, Rs 1000 for SE and Rs. 1000 for DipSE. The fee structure is subject to change in future. The registration is subject to renewal after 5 years. **(Note: - 18% GST extra, and needs to be added to the Registration Fee payable)**
- The DD/Cheque of the fee will be in favour of "Engineering Council of India" payable at New Delhi
- The **NEFT details** for on-line payment are:
 Name: **Engineering Council of India**
 Bank: **HDFC Bank Ltd., Nehru Place Branch, New Delhi**
 IFSC code: **HDFC 000 1374**
 Bank branch code: **1374**
 S/B A/c no. - **1220 10 000 197 56**
- The fee is non-refundable

12. Declaration:

- I agree to abide by, the professional Code of Ethics established by Engineering Council of India, and to be held individually accountable for my action.
- I undertake to send reports of Professional Experience and Continuing Professional Development as on 31st March of each following year regularly so as to reach ECI by 30th June.
- I agree that decision of the ECI on Registration and Termination shall be acceptable & binding on me.
- I hereby confirm that the contents of the items described in this application documents are true and correct.

Enclosures:

1. One passport size photo
2. Self-attested copies of all Educational Qualification Certificates
3. Self-attested copies of all Certificates of membership of Professional Bodies
4. Registration Fee (Multi city Cheque/Bank Draft/NEFT details).
5. Names and details of the two referees.

Take the printout of this form
and sign here

Applicant's Signature: _____

Applicant's Name: **DR. SANJAY KUMAR KADAM**

Place : **PUNE**

Date: **10.02.2016**

Please send to: -

Engineering Council of India

801, Hemkunt Chambers; 89, Nehru Place; New Delhi (India) -110019

E-mail: ecipenationalregister@gmail.com, eci@ecindia.org

Take the printout of this form
and send the hard copy along
with the relevant documents
on the given address

Checklist should be filled carefully and completely, and sent along with the form

Check List

1) Name	<input type="checkbox"/>	<input type="checkbox"/> Yes	No
2) Photo.	<input type="checkbox"/>	<input type="checkbox"/> Yes	No
3) Date of Birth	<input type="checkbox"/>	<input type="checkbox"/> Yes	No
4) Gender	<input type="checkbox"/>	<input type="checkbox"/> Yes	No
5) Married Status	<input type="checkbox"/>	<input type="checkbox"/> Yes	No
6) Organisation name, address and contact Details	<input type="checkbox"/>	<input type="checkbox"/> Yes	No
7) Position in Organisation	<input type="checkbox"/>	<input type="checkbox"/> Yes	No
8) Correspondence Address and Contact Details	<input type="checkbox"/>	<input type="checkbox"/> Yes	No
9) Engineering Qualification/s-Details entered in Section-B at point no. 2.0	<input type="checkbox"/> Yes	<input type="checkbox"/>	No
10) Self Attested photocopies of Engineering Qualifications – Attached -	<input type="checkbox"/> Yes	<input type="checkbox"/>	No
11) Other Non-Engineering Professional qualifications- Details entered in Section-B at point no. 3.0 -	<input type="checkbox"/> Yes	<input type="checkbox"/>	No
12) Self Attested photocopies of the other Non-Engineering Professional Qualifications – Attached -	Yes <input type="checkbox"/>	<input type="checkbox"/>	No
13) Membership in engineering related professional bodies- Details entered in Section-C at point no. 7.0 -	Yes <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> No NA
14) Self Attested copies of the certificates of Membership in engineering related Professional bodies – Attached -	Yes <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> No NA
15) Recognised Training Program, Conferences, Seminar etc. -	Yes <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> No NA
16) Books/ Articles/Research/Technical reports written/ talks/programmes conducted -	Yes <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> No NA
17) Professional Experience. In Years -	No of Years-----		
18) Experience in a responsible position of Significant Engineering Activity, in years -	No of Years-----		
19) Discipline /Branch of Engineering for registration as Professional Engineer. -	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
20) Sub-Discipline of Engineering Specialisation, for registration as Professional Engineer. -	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
21) Registration Fee. Amount in Rupees -	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Amount Rs: _____
22). Two Referees -	Yes <input type="checkbox"/>	No <input type="checkbox"/>	

IMPORTANT

In addition, please note:

The GST, presently @ 18.0%, is also applicable on the registration fee, which you need to add to the fee payment, being made to ECI.

- Yes ☐ No ☐