



THE INSTITUTION OF ENGINEERS PAPUA NEW GUINEA INC.

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CA06 FORM - REFEREE DECLARATION AND EVALUATION

To be eligible as a Referee, please refer to the REFEREE ELIGIBILITY DOCUMENT BEFORE completing this form.

Applicant/Candidate to fill in:	FORM DUE: dd/mm/yyyy	
Applicant's practice area (this must be exactly as recorded in section 6.1 of CA01 Form)		

Completed Assessment of:
(Applicant's Full Name)

**Applicants membership
number (if any)**

Full name of Referee

I declare that I personally have completed the attached peer assessment of competence of the engineer named above. This constitutes my personal and independent evaluation of the engineer's competence in regard to the relevant competence standard at the following level:

**Professional Engineer
(RegEng)**

Prior to making this report I have reviewed the engineer's completed Competence Self Review (CA03 Form).

My registration shows that I have competence to at least an equivalent level and therefore I believe I am eligible to act as a referee for this applicant. My comments are qualified accordingly where I consider that I am unable to provide a valid evaluation for any specific element.

I understand that the engineer's assessors may contact me personally by telephone or other means, and I agree to clarify, expand or provide any additional information required by the assessors to complete their assessment of the engineer.

I understand that any information I give is given in confidence and will not be divulged to the engineer without my prior permission unless IEPNG is required by law to disclose the information.

I have not shown the engineer this report or divulged any information within the report to the engineer. However, I reserve the right to disclose some or all of the information within this report to the engineer after submitting it.

The nature and extent of my professional contact with the engineer in the last six years is as follows:

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I hold the following registrations and competence graded memberships of professional engineering bodies.

Institution/ Organization (eg Engineers Australia)	Class or Membership category	Still current? Yes/No	Membership and/ or Registration Number	Year joined (Date of admission)

Referee's Signature: _____

Date: _____

Referee's Phone Number: _____

Referee's email: _____

SECTION A: ELEMENTS OF COMPETENCE STANDARD

ELEMENTS 1, 2 AND 11 – ENGINEERING KNOWLEDGE

Do you consider the engineer comprehends and applies engineering knowledge – including Papua New Guinea-specific good practice – in his or her daily engineering activities? Do you consider the engineer keeps abreast of new knowledge through a structured CPD programme and undertaking other learning?

Consistently demonstrates competence ☐	Inconsistent (sometimes careless) ☐ OR Marginal in competence ☐	Not yet demonstrating competence, but developing ☐	Does not demonstrate competence ☐	Unable to comment ☐
Justification for this opinion:				

ELEMENTS 3 AND 4 - ENGINEERING PROBLEMS

How well do you consider the engineer, when given a problem, scopes the work, gathers data, analyses and formulates options and develops a solution or design?

Consistently demonstrates competence ☐	Inconsistent (sometimes careless) ☐ OR Marginal in competence ☐	Not yet demonstrating competence, but developing ☐	Does not demonstrate competence ☐	Unable to comment ☐
Justification for this opinion:				

ELEMENTS 5 AND 6 -RESPONSIBILITY AND MANAGEMENT

How well do you consider the engineer takes responsibility for engineering decisions and manages engineering activities? Consider the level of supervision required, and the ability to plan, negotiate resources, schedule resources and monitor progress of engineering activities

Consistently demonstrates competence ☐	Inconsistent (sometimes careless) ☐ OR Marginal in competence ☐	Not yet demonstrating competence, but developing ☐	Does not demonstrate competence ☐	Unable to comment ☐
Justification for this opinion:				

ELEMENT 7 - ENGINEERING RISK

How well do you consider the engineer identifies engineering risk affecting the safety of people, property and environment? How well does the engineer design for safety during construction/fabrication, operation, maintenance and de-construction/decommissioning?

Consistently demonstrates competence ☐	Inconsistent (sometimes careless) ☐ OR Marginal in competence ☐	Not yet demonstrating competence, but developing ☐	Does not demonstrate competence ☐	Unable to comment ☐
Justification for this opinion:				

ELEMENT 8 - ETHICAL CONDUCT

How well do you consider the engineer acts ethically in accordance with the Code of Ethical Conduct?

Consistently demonstrates competence ☐	Inconsistent (sometimes careless) ☐ OR Marginal in competence ☐	Not yet demonstrating competence, but developing ☐	Does not demonstrate competence ☐	Unable to comment ☐
Justification for this opinion:				

ELEMENT 9 - SOCIAL, CULTURAL AND ENVIRONMENTAL IMPACTS OF ENGINEERING

How well do you consider the engineer considers long term issues and impact(s) of his or her own engineering activities, such as use of materials, waste during fabrication/construction, energy efficiency during use, obsolescence and end-of-life issues? Does he or she take into account possible social, cultural and environmental impacts and consult appropriately?

Consistently demonstrates competence ☐	Inconsistent (sometimes careless) ☐ OR Marginal in competence ☐	Not yet demonstrating competence, but developing ☐	Does not demonstrate competence ☐	Unable to comment ☐
Justification for this opinion:				

ELEMENT 10 – COMMUNICATIONS

How well do you consider the engineer communicates with others? Is information shared in a team environment? Does the engineer prepare the message and select the appropriate medium for the audience (one to one, one to many or team to many)? Are communications effective?

Consistently demonstrates competence ☐	Inconsistent (sometimes careless) ☐	Not yet demonstrating competence, but developing ☐	Does not demonstrate competence ☐	Unable to comment ☐
	OR			
	Marginal in competence ☐			
Justification for this opinion:				

ELEMENT 12 - ENGINEERING JUDGEMENT

How well do you consider the engineer exercises sound judgment in all his or her engineering activities?

Consistently demonstrates competence ☐	Inconsistent (sometimes careless) ☐	Not yet demonstrating competence, but developing ☐	Does not demonstrate competence ☐	Unable to comment ☐
	OR			
	Marginal in competence ☐			
Justification for this opinion:				

SECTION B: HOLISTIC ASSESSMENT

1. Taking into account the extent to which the engineer demonstrates competence against the elements in Section A, how would you assess his or her competence overall?

Consistently demonstrates competence ☐	Inconsistent (sometimes careless) ☐	Not yet demonstrating competence, but developing ☐	Does not demonstrate competence ☐	Unable to comment ☐
	OR			
	Marginal in competence ☐			
Justification for this opinion:				

2. Is there other relevant evidence not included in the engineer's self review that the assessment panel might ask him/her to provide? If so please summarise below:

3. If you do not consider the engineer competent at the level assessed, do you consider him or her competent at one of the other two levels stated on page 1? If so, identify the level below and provide any explanation:

4. Are there any factors you are aware of that might affect the engineer's ability to continue practising competently at his or her present level of competence over the next 6 years? If so please summarise below:

5. Do you consider the engineer's competence self-review, practice area description and declarations to be accurate? Is there anything you wish to declare in relation to these matters?

6. Please check that you have completed and signed the first page, then please scan and email a copy of this form to Member Services - Processing at the IEPNG Head Office on email: memberservices1@iepng-org.com
7. If you do not have facilities to scan and email, send the completed form by the following medium: 1 - hand deliver by CD/Flash Drive to Member Services at IEPNG Office, Gordons NCD or 2 - send a hard copy by post to:

Member Services – Application Processing
Institution of Engineers PNG Inc
PO Box 881,
Vision City, NCD 131
Papua New Guinea

Please note: YOU DO NOT NEED TO POST A COPY OF THE FORM IF YOU HAVE EMAILED A COPY.