



ASSOCIATION OF STRUCTURAL ENGINEERS OF THE PHILIPPINES, INC.

Suite 713 Future Point Plaza I, 112 Panay Avenue, Quezon City
 Phone: (+632) 410 04 83 / Fax: (+632) 411 86 06 / Mobile: (+63) 917 823 77 39
 E-mail Address: aseponline@gmail.com

2" x 2"
 colored photo

EVALUATION RATING FORM

Control/ID Number : _____
 Name of Applicant : _____

MEMBERSHIP GRADE		AFFILIATE MEMBER		ASSOCIATE MEMBER		REGULAR MEMBER	
*Minimum requirements prior to application.		Must be a graduate Civil Engineer with at least five (5) years relevant structural design experience but has not passed the Philippine Board Examination for Civil Engineers.		Minimum of two (2) years of relevant continuous experience in structural design of significant structures such as low- and medium-rise buildings prior to application.		Minimum of two (2) years of relevant continuous experience in structural design of significant structures such as MRB, HRB, towers and other vertical structures, bridges, or special civil engineering structures prior to application and must have a total of five (5) continuous years relevant structural design experience of the same.	
Item No.	Evaluation Criteria	No. of Years	Rated years	No. of Years	Rated years	No. of Years	Rated years
1.0	Structural design experience*						
2.0	Teaching experience (teaching subjects related to structural engineering) No. of years Points ≥ 5 0.50 ≥ 4, < 5 0.40 ≥ 3, < 4 0.30 ≥ 2, < 3 0.20 < 2 0.10						
3.0	Design management experience No. of years Points ≥ 5 0.30 ≥ 4, < 5 0.25 ≥ 3, < 4 0.20 ≥ 2, < 3 0.15 < 2 0.10						
4.0	Construction supervision, construction management experience No. of years Points ≥ 5 0.20 ≥ 4, < 5 0.15 ≥ 3, < 4 0.10 ≥ 2, < 3 0.05 < 2 0.02						
5.0	Post-graduate studies related to civil/structural engineering: with M.ENG or MS degree diploma equivalent to 2 years; with DOCTORATE degree diploma equivalent to 3 years. If academic units only obtained Units in Master's Units in Doctorate Points M/D ≥ 30 ≥ 15 1.00 / 2.50 ≥ 24, < 28 ≥ 10, < 14 0.80 / 2.40 ≥ 20, < 24 ≥ 8, < 10 0.60 / 2.30 ≥ 16, < 20 ≥ 6, < 8 0.40 / 2.20 < 16 < 6 0.20 / 2.10						
6.0	Continuing professional development attended. The required minimum hours: for ASSOCIATE is 30 hours; for REGULAR 60 hours for the last 3 years prior to application; and for UPGRADE TO REGULAR is 120 hours prior to application. <i>NOTE: FULL HOURS WILL ONLY BE CREDITED FOR ASEP-ORGANIZED EVENTS WITH DULY-SIGNED CERTIFICATION.</i>						
FINAL RATING							
REQUIRED MINIMUM RATING TO BE ACCEPTED PLUS THE MINIMUM CPD HOURS PRIOR TO APPLICATION			2.00 20 hours		3.00 30 hours		7.00 60 hours REGULAR 90 hours UPGRADE
REMARKS/ACTION:						An applicant who is a PICE Specialist Member in the field of Structural Engineering may be accepted as a REGULAR member.	



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MEMBERSHIP APPLICATION FORM

Control/ID Number : _____
Date Form Submitted : _____
Current Occupation : _____
Name of Company/Firm/Organization : _____

I. PERSONAL DETAILS: (Please use BLOCK LETTERS)

NAME _____
DATE OF BIRTH _____
SEX _____
NATIONALITY _____
PASSPORT NO. _____
HOME ADDRESS _____

CONTACT PHONE _____
FACSIMILE _____
E-MAIL _____
MOBILE _____
WORK ADDRESS _____

CONTACT PHONE _____
FACSIMILE _____
E-MAIL _____
PROFESSION _____

II. ENGINEERING DISCIPLINE:

DEGREE COMPLETED	YEAR COMPLETED	INSTITUTION WHERE DEGREE OBTAINED	SPECIALIZATION / FIELD OF EXPERTISE

III. ENGINEERING PRACTICE:

LICENSURE EXAM	DATE TAKEN:
REGISTRATION NO.	ATE ISSUED
LICENSURE EXAM	DATE TAKEN:
REGISTRATION NO.	ATE ISSUED

IV. PROFESSIONAL EXPERIENCE:

YEAR	POSITION	RESPONSIBILITY	PROGRAM/PROJECT

Detailed Description of Responsibilities *(make additional copy of this tabulation as extra sheet needed following the same format)*

Applicant's Role

Applicant's Engineering Work

V. SIGNIFICANT ENGINEERING WORK:

YEAR	RESPONSIBILITY	PROGRAM/ PROJECT	BENEFICIARY CLIENTELE

Detailed Description of Responsibilities *(make additional copy of this tabulation as extra sheet needed following the same format)*

Applicant's Role

Applicant's Engineering Work

To: The ASEP Membership Screening Board

Through: ASEP Secretariat

The undersigned, apply for membership ☐ as an AFFILIATE MEMBER ☐ as an ASSOCIATE MEMBER ☐ as a REGULAR MEMBER ☐ UPGRADE to REGULAR MEMBER ☐ ELEVATE to FELLOW, and declare that the above descriptions are true.

Applicant's Name and Signature

Date : _____ Received by : _____
PRC Reg. No. : _____ Validity : _____

Checklist for Membership Application: (Please tick checklist when included / submitted)

- ☐ 1 Evaluation Rating Form (rev2013.09)
- ☐ 2 Completely filled-in MSB Membership Application Form (rev2013.09)
- ☐ 3 Two (2) pcs. of 2" x 2" ID pictures, colored
- ☐ 4 Photocopy of PRC ID (front and back)
- ☐ 5 At least minimum two (2) consecutive years of structural design experience for ASSOCIATE Members or minimum five (5) consecutive years of structural design experience for REGULAR Members / Upgrade to REGULAR Members
- ☐ 6 Endorsement from three (3) ASEP Regular Members in good standing and/or ASEP Fellows as References
- ☐ 7 Comprehensive curriculum vitae, certified and updated resume as supporting attachment to the MSB Application Form
- ☐ 8 Photocopy of Employment Certificate, certified true copy
- ☐ 9 Photocopy of Diploma / Transcript of Records (Undergraduate and post-graduate courses)
- ☐ 10 Photocopy of Certificates for seminars / workshop / conferences attended with program included
- ☐ 11 Electronic file copy of all submitted documents in PDF format burnt in CD / DVD

Important Notes:

All documents to be submitted by the applicant for membership shall be arranged in the order as indicated above and shall be compiled in the standard folder prescribed by MSB.

Applicant should submit the above documents in support of the application and a non-refundable processing fee of PHP 1,000.00 (USD 25).

Upon acceptance of the application, Entrance fee of PHP 1,500.00 (USD 40) and Two-year Annual Membership of PHP 2,000.00 (USD 50) for ASSOCIATE Member, or PHP 2,000.00 (USD 50) and Two-year Annual Membership of PHP 3,000.00 (USD 80) for REGULAR Member.

Kindly make your draft/cheque payable to the Association of Structural Engineers of the Philippines, Inc. (ASEP).

Bank Name: BANCO DE ORO (BDO)
Branch: SCT. ALBANO – QUEZON AVE.
Peso Account No.: 3930017037
US Dollar Account No: 103930155146



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CONTACT PHONE _____
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E-MAIL _____
PROFESSION _____

II. ENGINEERING DISCIPLINE:

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III. ENGINEERING PRACTICE:

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LICENSURE EXAM	DATE TAKEN:
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IV. PROFESSIONAL EXPERIENCE:

YEAR	POSITION	RESPONSIBILITY	PROGRAM/PROJECT

Detailed Description of Responsibilities *(make additional copy of this tabulation as extra sheet needed following the same format)*

Applicant's Role

Applicant's Engineering Work

V. SIGNIFICANT ENGINEERING WORK:

YEAR	RESPONSIBILITY	PROGRAM/ PROJECT	BENEFICIARY CLIENTELE

Detailed Description of Responsibilities *(make additional copy of this tabulation as extra sheet needed following the same format)*

Applicant's Role

Applicant's Engineering Work

VI. PROJECT/S: (Past and present Engineering Projects)

Name/Location	RESPONSIBILITY	Duration and Cost	CLIENTELE

VII. CONTINUING PROFESSIONAL DEVELOPMENT (CPD) *(make additional copy of this tabulation as extra sheet needed following the same format)*

Program Description related to Responsible Charge	Name of Provider / Organizer	Credit Units / Hours	Inclusive Dates of CPD Program and Venue

VIII. REFERENCES *(As a requirement of the Revised Implementing Rules and Regulations of the Bylaws, applicant should submit names of three (3) Regular Members, in good standing, and/or Fellows of the Association. The section below should be filled in by your named References.)*

Name of Reference with signature above name	Reference Contact Details (Phone/Mobile/ E-mail)	Reference ASEP ID No.	Remarks / Comments from the Reference
Signed: Ref. Name:			
Signed: Ref. Name:			
Signed: Ref. Name:			

MEMBERSHIP APPLICATION FORM – ADDITIONAL SHEETS (WHEN NECESSARY)

Applicant's Name :

IV. PROFESSIONAL EXPERIENCE:

[illegible]

V. SIGNIFICANT ENGINEERING WORK:

[illegible]

VI. PROJECT/S: (Past and present Engineering Projects)

[illegible]

VII. CONTINUING PROFESSIONAL DEVELOPMENT (CPD) *(make additional copy of this tabulation as extra sheet needed following the same format)*

[illegible]