

## GUIDELINES TO APPLICANTS FOR REGISTRATION WITH THE ENGINEERS REGISTRATION BOARD (ERB)

### 1.0 Who should apply for Temporary Registration

The provision for Temporary Registration is for a person who is not ordinarily resident in Uganda but intends to be in Uganda in the capacity of a professionally qualified engineer only for the express purpose of carrying out specific work or works for which he/she has been engaged.

### 2.0 Who Qualifies for Temporary Registration

A person applying for temporary registration is required to demonstrate that he is, or immediately prior to entering Uganda was, in practice as engineer in such a capacity as to satisfy the Board of his fitness to serve the public as a professionally qualified engineer.

### 3.0 Obligation to Register

It is an obligation under the law for any professional engineer coming to work in Uganda to register within four months of his arrival. It is also obligatory for any firm or organization, private or public, which recruits such a professional in Uganda to ensure that such engineer registers within the stipulated time period.

### 4.0 Period covered by Temporary Registration

The Board registers an applicant for temporary registration for a period of one year or for the duration of any specific work or works of engagement. In case of the latter, registration ceases on termination of the work or works.

### 5.0 Scope of Registration

A person under temporary registration is treated as a registered engineer under the law only in relation to the period of registration and to such works in question; but in relation to other matters shall be treated as not so registered.

The scope of temporary registration is therefore specific to the subject of registration.

### 6.0 How to apply

The procedure of application is as follows;

- Obtain and fill form ERA 2
- Attach an up to date career report
- Attach copies of certificates

Return to the Registrar, Engineers Registration Board. P.O. Box 29267, Kampala.

The applicant will be informed of the outcome of the application within a period of 14 days including the fees to be paid, where applicable.

The Board may require an applicant to appear before it for the purposes of considering his/her application and shall require every applicant to produce documentary evidence of his/her work or employment immediately prior to his/her entering Uganda.

The application will be processed to completion within a period of 30 days from submission.

To be submitted in triplicate



THE REPUBLIC OF UGANDA

## THE ENGINEERS REGISTRATION ACT (Cap 271) (Section 21)

### APPLICATION FOR TEMPORARY REGISTRATION [Under the Engineers Registration (Prescription of Forms and Fees) Regulations]

To: THE REGISTRAR  
ENGINEERS REGISTRATION BOARD  
P. O. BOX 29267,  
KAMPALA.

I hereby apply for temporary registration as an engineer in accordance with the Engineers Registration Act, and in sup

	<i>Particulars</i>	
1	Name in Full	
2	Address in full ( <i>Box No., e-mail address, Telephone No. and Fax No.</i> )  (a) In Uganda  (b) Permanent Address	
3	Date and Place of Birth	
4	General Education (give details with dates)	
5	Engineering Education (state Degree, Diploma or licence of University or school of engineering. Documentary evidence is required)	

<i>Particulars</i>		<i>For office use only</i>		<i>Particulars</i>					<i>For office use only</i>																				
6*	Practical Engineering Training (State dates and engineer under whom you trained)		Signature and qualifications	11	Engineering capacity in which engaged																								
				12	Period for which temporary registration is required																								
				13	Do you hold a temporary pass? If so give details																								
				14	Have you ever been convicted? If so, give details of the offence																								
				15	Give details of citizenship and passport held																								
7*	Positions held (state dates and degree of responsibility)		Signature and qualifications	I confirm that in my opinion Mr/Mrs/Ms/Dr..... is a person qualified for registration under the Engineers Registration Act.																									
				<table border="1"> <thead> <tr> <th><i>Sponsors</i></th> <th><i>Registered Engineer</i></th> <th><i>Registration Number</i></th> <th><i>Discipline</i></th> <th><i>Signature</i></th> </tr> </thead> <tbody> <tr> <td>1</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>2</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>3</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>					<i>Sponsors</i>	<i>Registered Engineer</i>	<i>Registration Number</i>	<i>Discipline</i>	<i>Signature</i>	1					2					3					
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2																													
3																													
8	Membership of Engineering Institutions			I hereby declare that the foregoing particulars are true and correct to the best of my knowledge and belief.																									
9	If not already in Uganda, state date of intended arrival			Date..... Signature of applicant.....																									
10	Work or works in Uganda for which engaged (specify project or nature of work and state the duration of work)			NOTE:	(i) An applicant for registration may be required to satisfy the Engineers Registration Board that his engineering and general conduct have been such as to make him/her a fit and proper person to be registered under the Engineers Registration Act. (ii) Signatures of persons under whom you trained or worked are required under sections 6 and 7 above. (iii) If space is insufficient, please submit on separate sheet																								

