



The Irish Building Control Institute

Member of the Consortium of European Building Control

P.O. Box 3667,
Glenageary,
Co. Dublin.

Membership Application Form

The IBCI provides a national forum for professionals fulfilling the role of 'authorised person' as defined in the Building Control Acts.

Please type or print in block letters and return by post to the above address.

Class of membership being applied for:

(please tick one)

Member

Associate

1. **Surname:**

Other Names:

Title (Mr, Ms, Dr, etc.):

Date of Birth: / /

2. **Home Address:**

Phone:

Email:

Business Address:

Phone:

Email:

Address for correspondence:

Home

Business

3. Academic Qualifications:

Qualification:

Grade:

Conferred by:

Date:

4. Membership of Professional Bodies:

Body:

Grade of Membership:

Date of Acceptance:

Designated Letters:

5. Current Employer:

Job Title:

Date of Appointment to Post:

Duties:

6. Date of Appointment as an Authorised Person:

(Note: Please submit a copy of your letter of appointment as an “authorised person” under Section 11 of the Building Control Acts.)

7. **Employment History** (most recent first and please add extra pages if needed):

Employer:

Job Title:

Dates from and to:

Duties:

Employer:

Job Title:

Dates from and to:

Duties:

Employer:

Job Title:

Dates from and to:

Duties:

Employer:

Job Title:

Dates from and to:

Duties:

Data Protection:

The information requested in this form is required for our membership database and for the operation of the institute. The membership's forms will be stored/filed in paper format only, in a secure location on the premises of the membership secretary for a period of 5 years beyond the date on which the member ceases to pay registration fees. Access to the forms will be by IBCI council members and others as required to ensure proper administrative functions and duties are adhered to. The information will not be shared with any third party.

Please tick this box if you DO NOT wish to be included on a distribution list to receive details of future conferences, training events or information relevant to the organisation.

Details of the qualifications and requirements for membership are set out in the IBCI Bye-Laws on Membership, a copy of which is attached to this form.

Subscription rates: Member/Associate: €40

Please sign and date the completed application form and enclose the following:

- Payment for the subscription amount (cheques to be made payable to the Irish Building Control Institute),
- copies of the relevant qualification(s) and certificate(s), and
- a copy of your appointment as an "authorised person" under Section 11 of the Building Control Acts.

Please return your completed application by post to:

Irish Building Control Institute, P.O. Box 3667, Glenageary, Co. Dublin.

Note: Please do not send original documents (only copies) as these will not be returned.

I confirm that:

- I have read the IBCI Bye-Laws on Membership (attached to this application form).
- I have enclosed true copies of the requested documents as proof of my eligibility.
- I have enclosed the subscription payment.
- I understand the application will be considered by the IBCI Council and agree to accept their decision.

I hereby apply for membership of the Irish Building Control Institute.

Signature: _____

Date: _____

IBCI Bye-Laws on Membership

(As Amended 26th March, 2019)

1.0 Membership

In accordance with Article 1.1.4 of the IBCI Articles of Association, the Council shall in all cases have absolute discretion in deciding whether any person shall or shall not be admitted to any class of membership of the Institute. In considering new applicants, the Council shall bear in mind that the IBCI provides a national forum for professionals fulfilling the role of 'authorised person' as defined in the Building Control Acts.

1.1 Associate

At the time of application, each candidate for election to the class of Associate shall:

- (a) possess an Ordinary Degree (Level 7) or equivalent in architecture, engineering, or other relevant discipline, satisfactory to the Council, and
- (b) be engaged in carrying out Building Control responsibilities of a nature satisfactory to the Council.

1.2 Member

At the time of application, each candidate for election to the class of Member shall:

- (a)
 - 1) possess an Honours Degree (Level 8) or equivalent in architecture, engineering, or other relevant discipline, satisfactory to the Council, and
 - 2) be engaged in carrying out Building Control responsibilities of a nature satisfactory to the Council, and
 - 3) have at least two years satisfactory post-graduate experience in carrying out such Building Control responsibilities.

or,

- (b)
 - 1) be a member of the Institute at the grade of Associate for the previous five years, and
 - 2) at the time of application for transfer to Member, be engaged in carrying out Building Control responsibilities of a nature satisfactory to the Council, and
 - 3) have at least ten years experience in carrying out such Building Control responsibilities.

1.3 Fellow

At the time of nomination, each candidate eligible for transfer to the class of Fellow shall:

- (a) be a member of the Institute at the grade of Member for the previous five years, and
- (b) have, in the opinion of the Council, made a significant contribution to the Institute.