



THE INSTITUTE OF QUARRYING

## MEMBERSHIP APPLICATION FORM



Progression through the grades of membership is shown above, however, direct entry into any grade is possible, provided that the applicant has the necessary qualifications and experience (see overleaf).

### MEMBERSHIP REQUIREMENTS

#### CORPORATE GRADES

##### FELLOW

- (a) must be employed in the industry
- (b) be at least 33 years of age
- (c) have met the Membership requirements (see below)
- (d) have at least seven years' experience in the industry, including four years in a position of senior managerial charge

##### MEMBER

- (a) must be employed in the industry
- (b) be at least 23 years of age
- (c) have passed the Professional Examination of the Institute or possess an exempting qualification
- (d) have completed a period of training and experience in the industry, of which not less than three years was in a position of responsible charge

##### Note

Inspectors of Mines and Quarries are exempt from requirements (c) and (d) for Fellow and Member grades, provided that they have had seven years' experience in post (for Fellow) or three years' experience (for Member).

#### NON-CORPORATE GRADES

##### ASSOCIATE

- (a) must have reached the age of 21, passed the Professional Examination of the Institute OR
- (b) have reached the age of 21, have obtained an approved technical or administrative qualification and have at least one year of experience in the industry OR
- (c) have reached the age of 21 and have completed three years' experience in the industry

##### NOTE

Mature candidates' rights are available to Associates over the age of 38 years who have 10 years' experience in the industry, including five years in a position of managerial charge. The applicant can qualify for the corporate grades of Fellow or Member through the preparation of a thesis or by passing the Quarrying Operations and Safety and Legislation papers of the Institute's Professional Examination.

##### STUDENT

- (a) must be at least 16 years' of age and normally not more than 21 (unless extended at the discretion of Council)
- (b) be engaged in a full-time course of study or training relating to the industry

### GUIDELINES

**'Industry':** the extraction and processing of surface minerals including crushed and dimension stone, sand and gravel, clays, opencast coal, asphalt, cement, ready-mixed concrete and concrete products, plus companies supplying goods and services to the quarrying industry.

Mines and quarries inspectors, drilling and blasting contractors, lecturers in quarrying at recognized colleges, technical consultants and minerals planning officers are regarded as being employed within the industry.

**'Experience in the Industry':** full time employment in the industry, including industrial periods of approved courses.

**'Senior managerial charge':** in charge of significant operation; an area or regional manager; a recognized senior staff appointment; head of a department, etc.

**'Position of responsible charge':** appointments such as quarry manager or assistant manager; a person in charge of a section of a quarry or associated plant; those in recognized technical, administrative or sales appointments.

**'Exempting qualification':** an approved technical or administrative qualification. Refer to local secretary.

**'Technical qualification':** an academic qualification approved by Council at not less than HNC Level appropriate to the person's discipline, eg: HNC Civil Engineering, HND Mechanical Engineering, BSc Geology.

**'Administrative qualification':** an academic qualification approved by Council at not less than HNC Level appropriate to the person's discipline, eg: HNC Business Studies, Diploma in Management Studies, BA Town and Country Planning, MBA.

In the event of difficulty, advice on the completion of the attached application form may be obtained from:

#### INSTITUTE OF QUARRYING MALAYSIA BHD

23, Jalan Utama 1/7, Taman Perindustrian Puchong Utama, (Puchong Perdana), Seksyen 1, 47100 Puchong, Selangor Darul Ehsan, Malaysia.

Tel: 03-8062 4194 / 5 Fax: 03-8061 8258

E-mail: aetiqm@po.jaring.my

### ENTRANCE FEES & SUBSCRIPTION

Entrance Fee	RM 80.00
Entrance Fee For Student	RM 10.00

#### ANNUAL SUBSCRIPTION:

Fellow	RM 200.00
Member	RM 180.00
Associate	RM 170.00
Student	RM 25.00

### INSTITUTE OF QUARRYING MEMBERSHIP APPLICATION FORM

Surname (Mr, Dr etc)		<b>FOR OFFICE USE ONLY</b> Membership number  Grade to:  Grade from:  Date elected:  Entrance fee:  Subscription:  Date paid:
Forename(s)		
Date of birth		
Nationality		
Home Address		
	Postcode	
Home telephone number	Code	
Mobile number	Code	

### PRESENT EMPLOYMENT

Name of employer	
Business address, (your place of work) for correspondence	
	Postcode
Work telephone number	Code
Work fax number	Code
Job title	
Date appointed	
Please state nature of your duties, extent of responsibility and number of staff (if any) for whom you are responsible	

### EDUCATION (past and present)

Dates	College or University	Examinations passed. Degrees, diplomas certificates or professional qualifications*
From To		

\* Copies of certificates are necessary to support an application to enter a corporate grade.

### EXPERIENCE IN THE INDUSTRY

Dates	Job Title	Name of Employer	Period in months	Initials of proposer/ seconder
From To				

### APPLICANT'S DECLARATION

I hereby apply for election/transfer (please delete) to GRADE

The foregoing represents a full and accurate statement of my education and experience.

Signed Date

### EXPERIENCE IN THE INDUSTRY

Proposers and seconders should be in the appropriate grade of membership shown below. They are specially requested to initial those items in the 'Experience' section of which they have personal knowledge.

For FELLOW	two Fellows
For MEMBER	two Fellows or two Members or a combination thereof
For STUDENT	two corporate members
For ASSOCIATE	proposed by one corporate member and seconded by an Associate

From personal knowledge of the applicant, and in consideration of the qualifications stated herein, we recommend the same as being in every respect a fit and proper person to be elected.

Signature of proposer		Membership category	
Name (block letters)		Date	
Signature of seconder		Membership category	
Name (block letters)		Date	

Name and address of two other persons to whom reference can be made if appropriate (not necessarily members of the Institute). Support from a responsible person in the applicant's place is most desirable.

Name and address (block letters)		

When completed, please detach and send this form to:

INSTITUTE OF QUARRYING MALAYSIA BHD  
23, Jalan Utama 1/7, Taman Perindustrian Puchong Utama, (Puchong Perdana),  
Seksyen 1, 47100 Puchong, Selangor Darul Ehsan, Malaysia.