

## Your details

Full name:

Phone (daytime):

Mobile:

Email:

Current job title and employer:

Current IPENZ membership class:

IPENZ membership number:

## Mutual recognition

Have you ever practiced as an engineer overseas?

Did/do you belong to a professional engineering body like IPENZ while you were working overseas? (eg ICE or Engineers Australia):

Were/are you a Fellow or its equivalent for one of these organisations?

If you have answered yes to any of above, please provide details:

Do you wish to attach any details from your overseas Fellowship application? We still ask that you complete the rest of this form.

Please provide a statement showing how you meet between two and four of the required criteria to the high level expected of an IPENZ Fellow (refer to the Application criteria for Fellows on page 8). Please describe these in the boxes provided below. The statement for each criteria must be no more than 500 words. Your criteria statement will be provided to your sponsors and they will be asked if they agree with it.

**Criteria number:**

**How do you meet the criteria?**

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## Your character

If you answer yes to any of these questions, the Fellowship panel will likely wish to discuss the full details with you.

**Do you have any current or pending criminal charges in New Zealand or overseas?**

**Have you ever been declared bankrupt?**

**Have you ever been convicted of any crime or offence in New Zealand or overseas other than one concealed by the Criminal Records (Clean Slate) Act 2004?**

**Have you ever had proceedings brought against you in front of a professional disciplinary committee in New Zealand or overseas?**

**Have you ever had findings made against you in professional disciplinary proceedings in New Zealand or overseas?**

**If you have answered yes to any of the questions above, please provide details:**

## Ethics

**Please describe your approach to professional ethics in engineering, with examples, in 200 words or less (refer to the [Fellowship Application Guide](#) for further information):**

## Continuing Professional Development (CPD)

Please provide details of any recent CPD you have done that is relevant to your Fellowship application:

Start date	Completion date	Details	Contribution to your career
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## Sponsors

You will need to provide three sponsors for your application: your current employer (or equivalent - see the [Fellowship Application Guide](#)) and two IPENZ Fellows or Distinguished Fellows. One of the IPENZ Fellow or Distinguished Fellow sponsors will be your lead sponsor. Sponsors should not all be from the same organisation.

### Lead sponsor

**Full name:**

**Phone (daytime):**

**Mobile:**

**Email:**

**Current IPENZ membership class:**

**IPENZ membership number:**

### Second sponsor

**Full name:**

**Phone (daytime):**

**Mobile:**

**Email:**

**Current IPENZ membership class:**

**IPENZ membership number:**

### Third sponsor

**Full name:**

**Phone (daytime):**

**Mobile:**

**Email:**

**Current IPENZ membership class:**

**IPENZ membership number:**

## Citation

Successful Fellowship applicants have a citation read out when they are awarded their Fellowship. Please provide a short citation of no more than 100 words:

## Privacy of personal information

All personal information collected in this form is regarded as confidential and will only be shared with the Fellowship Panel, the IPENZ Board and the Panel's secretariat. Your criteria information will also be shared with your sponsors. Limited information may also be shared with our members for promotional purposes if your application for Fellowship is successful. You have the right to ask for a copy of any personal information we hold about you, and to ask for it to be corrected if you think it is wrong.

## Applicant's declaration

I have read and understand the privacy statement.

I confirm that the information given in this form to support my application for Fellowship is complete and correct to the best of my knowledge.

Printed name:

Signed: \_\_\_\_\_

Date:

## Application checklist

- Completed application form**
- Photo** - please supply a high-resolution head and shoulders photo of yourself for publication. Photos should be full colour, high quality (300dpi and minimum of 1MB at original size) and supplied as JPEG or TIFF format
- CV** - please provide an up-to-date copy of your CV
- Organisational chart** - please provide an organisational chart showing your role and responsibility within your current organisation

Send your completed application form and any supporting documentation to [board.secretary@ipenz.org.nz](mailto:board.secretary@ipenz.org.nz) or post to:

**Board Secretary**  
**IPENZ**  
**PO Box 12 241**  
**Wellington 6144**

Once your application has been processed, we will contact your sponsors to complete a sponsorship form.

## Application criteria for Fellows

Fellowship is IPENZ’s highest membership class. It carries substantial prestige and is reserved for the engineering profession’s highest achievers. Fellowships are awarded to members (Fellows and Distinguished Fellows) and others (Honorary Fellows) who:

- demonstrate the highest standards of professional and ethical behaviour, and
- meet the high levels of contribution expected of a Fellow to industry, the engineering profession and to the wider community.

Applicants for Fellowship demonstrate the above by providing evidence for between two and four of the criteria set out in Table 1 that reflect their greatest strengths. The criteria are in no particular order or ranking.

The criteria are aligned with the following key attributes of a Fellow of IPENZ: leadership; technical expertise; research; innovation; commercial expertise; education; influence; and service (including community impact).

The criteria are used to evaluate applications by a panel of assessors.

**Table 1: Assessment criteria and evidence applicants are expected to provide**

<b>1: Organisational management</b>		
<b>Descriptor</b>	<b>Criteria</b>	<b>Evidence</b>
Relevant to: <ul style="list-style-type: none"> <li>• academic</li> <li>• consultant</li> <li>• contractor</li> <li>• commercial business</li> <li>• government/councils</li> <li>• research institutes</li> <li>• military.</li> </ul>	Have demonstrated organisational responsibility for the performance of a portfolio of engineering projects, programmes, or activities (including process management, use of systems and processes for benchmarking and continuous quality improvement, and/or financial performance).	<ul style="list-style-type: none"> <li>• Level and position within organisation (including an organisation chart).</li> <li>• Number, type and professional status of staff reporting.</li> <li>• Responsibility - including budget (influence and size) and number and type of staff reporting (direct and indirect).</li> <li>• Size and scale of engineering projects or objectives delivered (physical value/fees).</li> </ul>
<b>2: Governance</b>		
<b>Descriptor</b>	<b>Criteria</b>	<b>Evidence</b>
Relevant to: <ul style="list-style-type: none"> <li>• academic</li> <li>• consultant</li> <li>• contractor</li> <li>• commercial business</li> <li>• government/councils</li> <li>• research institutes</li> <li>• military.</li> </ul>	Have demonstrated responsibility for the creation and implementation of corporate vision and objectives, and the development of management organisational structure in the field of engineering.	<ul style="list-style-type: none"> <li>• Role and sphere of influence within the organisation.</li> <li>• People leadership.</li> <li>• Customer and supplier management.</li> <li>• Responsibilities .</li> <li>• Delivery and outcomes achieved.</li> </ul>



### 3: Business management

Descriptor	Criteria	Evidence
Relevant to: <ul style="list-style-type: none"> <li>• consultant</li> <li>• contractor</li> <li>• commercial business (including small companies).</li> </ul>	Have demonstrated commercial responsibility for pricing, bidding and managing the profitability of work either for major projects or a significant portfolio of smaller works, in the field of engineering.	<ul style="list-style-type: none"> <li>• Size and scale of project/s.</li> <li>• Role and responsibility within the business.</li> <li>• Turnover/profit.</li> <li>• Services and products.</li> <li>• Markets and clients.</li> <li>• Funding sources.</li> </ul>

### 4. Technical expertise

Descriptor	Criteria	Evidence
Relevant to: <ul style="list-style-type: none"> <li>• academic</li> <li>• consultant</li> <li>• contractor</li> <li>• research institutes.</li> </ul>	Have demonstrated specialist engineering expertise in a technical subject area and achieved recognition at a national or international level.	<ul style="list-style-type: none"> <li>• Publications as a principal author and citations/use by others.</li> <li>• Invited speaker/Chair of a session for international conferences.</li> <li>• Chairmanship/membership of organising committees for (international) conferences.</li> <li>• Editorship/associate editorship of (international) journals.</li> <li>• Expert evidence.</li> <li>• Advisor to clients/government.</li> <li>• Contributions to the national and/or international standards.</li> <li>• Awards/Fellowships.</li> <li>• Other public outputs.</li> </ul>

### 5. Innovation

Descriptor	Criteria	Evidence
Relevant to: <ul style="list-style-type: none"> <li>• academic</li> <li>• consultant</li> <li>• contractor</li> <li>• research institutes.</li> </ul>	Have played a leading role in the conception and development of new systems, techniques, or products that have advanced the theory or practise of engineering.	<ul style="list-style-type: none"> <li>• Outputs and significance of new system/technique/product.</li> <li>• Patents.</li> <li>• Prizes/awards.</li> <li>• Publications and citations/use by others.</li> </ul>

### 6. Design and construction

Descriptor	Criteria	Evidence
Relevant to: <ul style="list-style-type: none"> <li>• consultant</li> <li>• contractor.</li> </ul>	Have made a major contribution to the design or construction of technically complex and innovative engineering works.	<ul style="list-style-type: none"> <li>• Scale, size and significance to public.</li> <li>• Complexity and innovation involved.</li> <li>• Successful solutions.</li> <li>• Publications and citations/use by others.</li> <li>• Peer recognition - National and International Awards received.</li> </ul>

## 7. Research

Descriptor	Criteria	Evidence
Relevant to: <ul style="list-style-type: none"> <li>academic</li> <li>research institutes.</li> </ul>	Have undertaken fundamental or applied research that has advanced the body of engineering knowledge.	<ul style="list-style-type: none"> <li>Patents.</li> <li>Publications as a principal author/citations/use by others.</li> <li>Chairmanship/membership of organising committees for (international) conferences.</li> <li>Editorship/associate editorship of (international) journals.</li> <li>Invited speaker/Chair of a session for an international conference</li> <li>Contributions to the national and/or international standards.</li> <li>Technical awards.</li> <li>Other public outputs.</li> </ul>

## 8. Engineering education

Descriptor	Criteria	Evidence
Relevant to: <ul style="list-style-type: none"> <li>academic</li> <li>research institutes.</li> </ul>	Have achieved national or international recognition for the development or delivery of engineering education and training.	<ul style="list-style-type: none"> <li>New courses/teaching methods or techniques developed.</li> <li>Teaching Fellowship/Awards.</li> <li>Teaching evaluations.</li> </ul>

## 9. Leadership

Descriptor	Criteria	Evidence
Relevant to: <ul style="list-style-type: none"> <li>academic</li> <li>consultant</li> <li>contractor</li> <li>commercial business</li> <li>government/councils</li> <li>research institutes</li> <li>military.</li> </ul>	Have demonstrated exceptional leadership skills in being able to select, motivate and inspire people in their organisation to maximise engineering performance, and through excellent communication skills have achieved recognition from business associates, clients, the media and the public.	<ul style="list-style-type: none"> <li>Mentoring and role modelling.</li> <li>Inspirational leader within and outside the organisation - a voice of the profession.</li> <li>Participation in debates of national interest.</li> <li>Peer recognition including awards.</li> </ul>

## 10. Service

Descriptor	Criteria	Evidence
Relevant to: <ul style="list-style-type: none"> <li>academic</li> <li>consultant</li> <li>contractor</li> <li>commercial business</li> <li>government/councils</li> <li>research institutes</li> <li>military.</li> </ul>	Have made a major contribution to the promotion, management or administration of the engineering profession either through IPENZ, technical societies, voluntary bodies, or through community engagement and service.	<ul style="list-style-type: none"> <li>Role, responsibility and time scale of engagement.</li> <li>Output achieved.</li> <li>Significance and contribution.</li> <li>Engagement with community, including Māori and/or Pasifika.</li> </ul>