

# Technician Sponsor's Questionnaire

## Important information

### The sponsor's role

This sponsor questionnaire should be used if supporting a candidate for the Technician Professional Review, it is an important part of a candidate's application for ICE membership.

Please take the responsibility seriously, understand the required standards and provide useful, in-depth comments about the candidate. Brief statements – like describing the candidate as 'technically competent' – are not useful to reviewers. You should use your personal knowledge of the candidate to fill out the questionnaire.

### Sponsor requirements

All applications for Technician Membership must be supported by two sponsors; one lead and one supporting.

The lead sponsor has to be a current professionally qualified member of ICE and registered with the Engineering Council UK through ICE or one of the [Engineering Council licensed bodies](#). The other sponsor must be a professionally qualified engineer listed in the supporting sponsor requirements table below.

### Lead sponsor

It is expected that, if you are acting as the lead sponsor, full, detailed comments must be provided in each of the boxes demonstrating, through your knowledge of the candidate, how they have achieved all the Standards.

The lead sponsor is particularly important if the candidate **does not hold approved qualifications**, because you will need to check whether the submission clearly demonstrates that the candidate understands the engineering principles that underpin the work they have been involved with. You should also help them prepare for their interview.

The scope of the lead sponsor involvement should extend to constructive criticism of the submission, advice on the presentation (optional for Technicians) and arranging practice interviews.

### Other sponsor

The other sponsor must be a professionally qualified engineer listed in the supporting sponsor requirements table below.

### Standards of Technician Members

You should be aware of the Standards for a Technician Member and must be convinced through your direct experience that the candidate is a fit and proper person to be elected to ICE membership. The Standards are listed in Appendix A of the [Technician Professional Review Guidance](#) and on the [ICE website](#).

### Returning the sponsor questionnaire

You must complete the sponsor questionnaire based upon your personal knowledge of the candidate. **The completed sponsor questionnaire must be emailed\* directly to [sponsors@ice.org.uk](mailto:sponsors@ice.org.uk) a minimum of one week before the application closing date of the centre/location that the candidate is applying for.**

\*If the questionnaire is unsigned, or there are concerns with the sponsor's comments, the form will be returned and may lead to the candidate's Professional Review being deferred.

### Post-Professional Review feedback

If reviewers think a candidate's performance varies significantly from the lead sponsor's comments, we will get in touch to provide feedback.

## Sponsor eligibility

Lead sponsor* requirements		
If you are registered with:	and professionally qualified as:	You can be a lead sponsor* for EngTech MICE:
ICE	CEng FICE	✓
ICE	CEng MICE	✓
ICE	IEng FICE	✓
ICE	IEng MICE	✓
ICE	EngTech FICE	✓
ICE	EngTech MICE	✓

\*If you meet the requirements to be a lead sponsor, you also meet the requirements for a supporting Sponsor.

Supporting sponsor requirements		
If you are registered with:	and professionally qualified/registered as:	You can be a supporting sponsor for:
		EngTech MICE
Any <a href="#">Engineering Council licensed institution</a>	Chartered Engineer (CEng)	✓
Any <a href="#">Engineering Council licensed institution</a>	Incorporated Engineer (IEng)	✓
Any <a href="#">Engineering Council licensed institution</a>	Engineering Technician (EngTech)	✓
Engineers Australia	Chartered Professional Engineer MIEAust / FIEAust	✓
Engineers Australia	Chartered Engineering Technologist TMIEAust / TFIEAust	✓
Engineers Australia	Chartered Engineering Associate AMIEAust / AFIEAust	✓
Hong Kong Institution of Engineers	Corporate Member MHKIE / FHKIE	✓
Hong Kong Institution of Engineers	Associate Member AMHKIE	✓
Engineers Ireland	Chartered Engineer CEng MIEI / FIEI	✓
Engineers Ireland	Associate Engineer AEng MIEI	✓
Engineers Ireland	Engineering Technician Eng Tech MIEI	✓



Engineering New Zealand	Chartered Professional Engineer and/or Chartered Member CEngNZ/FEEngNZ	✓
Engineering New Zealand	Engineering Technologist <b>CEngZ / FEEngZ</b>	✓
Engineering New Zealand	Engineering Technician <b>CEngZ / FEEngZ</b>	✓
Engineering Council of South Africa	Professional Engineer	✓
Engineering Council of South Africa	Professional Engineering Technologist	✓
Engineering Council of South Africa	Professional Engineering Technician	✓
Engineers Canada (relevant constituent association)	Professional Engineer	✓
Canadian Council of Technicians and Technologists (relevant provincial association)	Certified Technologist <b>Note: ASCT and PTech also acceptable</b>	✓
Canadian Council of Technicians and Technologists (relevant provincial association)	Certified Technician	✓
Institution of Engineers India	Chartered Engineer <b>MIE / FIE</b>	✓
Institution of Professional Engineers Japan	Professional Engineer Jp	✓
Korean Professional Engineers Association	Professional Engineer	✓
Institution of Engineers Malaysia and Board of Engineers Malaysia )	Member/Senior Member/ Fellow of IEM and Professional Engineer	✓
Institution of Engineers Singapore and Professional Engineering Board	Member/Senior Member/ Fellow of IES and Professional Engineer	✓
Institution of Engineers Sri Lanka	Chartered Engineer <b>MIESL / FIESL</b>	✓
NCEES USA (relevant licensing board)	Professional Engineer	✓
Any member of the <a href="#">IntPE Agreement</a>	International Professional Engineer	✓
Any member of the <a href="#">IntET Agreement</a>	International Engineering Technologist	✓
Any member of the <a href="#">APEC Agreement</a>	APEC Engineer	✓

# Technician Sponsor's Questionnaire

## CONFIDENTIAL

Please complete this form electronically and delete the preceding pages of guidance before sending to ICE.

Please include the candidate name and membership number in the subject field.

<b>Candidate's name</b>	Joshua Howkins	<b>Membership No</b>	6	4	3	4	1	6	5	2
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This questionnaire must be completed based upon your personal knowledge of the candidate. You must submit it directly to [sponsors@ice.org.uk](mailto:sponsors@ice.org.uk) from the email account you have given below a minimum of **one week** before the application [closing date](#) of the centre/location that the candidate is applying for.

Please reference the candidates name and membership number in the subject title of the email.

### Information about you

Full name	Juri Fomenok		
Please state Professional Institution	Institute of Civil Engineers		
Membership no	83503226	Membership grade	EngTech MICE
Current employer	Breheny Civil Engineering		
Current position held	Senior Civil Engineer		
E-mail	juri.fomenok@gmail.com	Telephone	07403580401
How long have you known the candidate? (approx)	Years 1	Months	4
Are you still in regular contact?	Yes <input checked="" type="checkbox"/>	No	<input type="checkbox"/>
What is your association with the candidate?	Manager/Supervisor <input type="checkbox"/>	Colleague <input checked="" type="checkbox"/>	Client <input type="checkbox"/>
	Other (please specify) –		
Briefly describe your professional relationship with the candidate			
I have worked as a senior site engineer on the project Josh is responsible for, for a duration of seven months to date.			

No person with an unspent criminal conviction relating to a [Serious Criminal Offence](#) will be admitted to any grade of membership unless there are special circumstances that show beyond reasonable doubt that the person is a fit and proper person to be admitted to membership of the Institution. Sponsors of such persons will be required to make a specific declaration on the [unspent convictions form](#) prepared by the candidate.

Are you the Lead sponsor?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<p><b>Lead Sponsor only:</b> please tell us how you know the candidate's work and tell us about their professional competencies in no more than 500 words:</p>		

Please provide comments from your direct experience that the candidate has satisfied the Standards as listed in Appendix A of the [Technician Professional Review Guidance](#)

**Provide evidence/examples of how the candidate has been able to contribute to the solution of a technical problem, including any scientific, technical or engineering principles used.**

As our Site Manager, Josh has had to resolve a number of different issues on site. An example of this is when the wrong sized ducts were laid under the road leaving us unable to fit the required cables. Rather than dig up the road and start again from scratch- which would cost time and money- Josh suggested we should dig a new trench to run adjacent to the road and change the position of the cables. After confirming his suggestion with the UKPN engineer, the project continued without delay.



**Standard:** Contribute to the design, development, manufacture, construction, commissioning, operation, maintenance or decommissioning of products, equipment, processes, systems or services

Project name: "New access road between Meath Green Lane and Bonehurst Road" in Horley, Surrey.

During the installation of a 900mm storm pipe, it was found that the previous team had made a mistake with the direction of the pipe (slight error in the positioning of the first pipe). The problem was recognized only after ten pipes had already been laid. Josh suggested we build an extra manhole to change the direction of the pipe towards the existing manhole we were to connect to. This idea was accepted by the client and a drainage run with new manhole were installed. This rectified the problem and eliminated the necessity to remove the mislaid pipes, saving time and money!

**Standard:** Accept and exercise personal responsibility

**Give examples of how the candidate demonstrated personal responsibility for seeing a process/project through to either partial completion or completion within agreed targets.**

Josh is a very responsible manager with good communication skills. He always holds the health and safety of his team on site and the public outside it, as the utmost priority.

One example of this is his daily checks of the security fence surrounding the site, making sure nothing is damaged and that the site cannot be accessed by anyone unauthorised.

He frequently updates risk assessments, method statements and necessary permits. Josh makes sure work is carried out in an orderly fashion and insists on a good standard of housekeeping which limits hazards across site.

**Standard:** Communication & Professional Commitment

**Please provide details why you feel the candidate possesses the qualities of a Technician Member expected by the ICE. This is an opportunity to include any CPD activities outside of work, STEM commitments, community activities and current involvement with the ICE.**

Josh helps me with improving my knowledge in Method Statements and Risk assessments, helps labours on site with any questions they have work related. Josh has proven himself to be a thoughtful and motivated leader of our site team. His competence and experience more than equip him for recognition as a Technician Member.

### Submission documents (lead sponsor only)

I have scrutinised this candidate's submission and confirm that it is their own work.



### Sponsor's Declaration (required):

I recommend the admission of this candidate from personal knowledge and am fully convinced that the candidate possesses the requisite abilities and characteristics. I believe that the candidate is a fit and proper person for admission to membership of ICE. ☒

### General Data Protection Regulation (GDPR)

The Institution of Civil Engineers and Thomas Telford Ltd maintain data on all members. We also maintain data on non-members who use our services. This will be used confidentially for normal purposes, including subscription and donation collection, mailing of publications, contract fulfilment when purchasing TTL products and services and notification of conferences and events.

Personal data relating to ICE membership may be stored securely in perpetuity for historical purposes. Personal data relating to non-members and/or TTL customers will only be held for as long as needed to fulfil the purpose for which it was collected.

For more information on how and why we collect and use personal data and your rights as an individual please review the [ICE Privacy Notice](#).

Signed		Date	12/03/2020
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**Please return directly to ICE by email to [sponsors@ice.org.uk](mailto:sponsors@ice.org.uk) and reference the name and membership number of the candidate in the subject title of the email.**

