

1. These guidance notes are intended for the Professional Interview Applicant who has to submit the Technical Report in support of his application to sit for Professional Interview.
2. The Applicant is required to submit two (2) copies of Technical Report together with the PI Application Form.
3. The Technical Report shall demonstrate that the Applicant has attained the engineering knowledge, understanding, and application in his engineering discipline (branch) /expertise area at the level necessary to underpin the technical competencies required for a MIEM/PE.
4. Although there is no fixed format for the Technical / Project Report, it is strongly recommended that the Applicant shall ensure that the Report contains some essential parts which are inclusive of, but not limited to the following:
  - 4.1. A list of contents, including the appendices.
  - 4.2. A brief executive summary as a preamble.
  - 4.3. A column on the right of each and every page of the Report for the Supporter / Supervising Engineer to certify.
  - 4.4. A checklist at the end of the Report for the Applicant to check, sign and confirm all documentations submitted in the report by him.
5. The Professional Interview application process shall not be complete until the Technical Report has been completed and assessed to be satisfactory.
6. If the Technical Report is assessed to be unsatisfactory, the Applicant will be asked to re-submit the Report within a stipulated time. IEM will inform him of the areas of shortcomings in the Report.
7. Only one (1) resubmission is allowed. If the Applicant does not re-submit the Technical Report within the stipulated time and without valid reasons, the application will be considered cancelled and IEM will not refund the fee related to the professional interview. Appeal will not be entertained unless it is supported by valid reasons.
8. The content of the Report must be technical in nature. A pure management study is not acceptable. The scope of the Report shall depend upon the Applicant's academic /professional qualifications and practical training, experience and achievement.