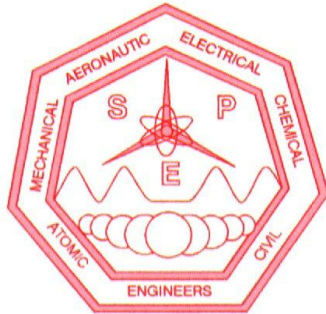


PROTCOLE

SPE - SNIPF



Protocol governing the agreements and relations
between the
French National Society for Professional Engineers
and the
Society of Professional Engineers

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THE UNDERSIGNED

The French National Society for Professional Engineers, an Association governed by the association law of 1901, whose head office is located at 3 Rue Fortia, BP 60004 -13484 MARSEILLE CEDEX 20, hereinafter referred to as the **SNIPF**, and represented by its President, François DESORMIERE.

AND

The **Society of Professional Engineers** whose head office is located at Lutyens House, Billing Brook Road, Northampton, NN3 8NW, and represented by its President, Brian Dixon.

hereby agree to the following:

Article 1 – Preamble

- The French National Society of Professional Engineers:

The SNIPF brings together and delivers certification to all those who effectively hold an engineering position from every branch of business and industry, whether or not they hold an engineering degree.

Following a stringent and approved procedure, the SNIPF Certifying Organisation issues a Certificate of Competence as a Professional Engineer (**CCIP**) in fields of expertise that match ILO guidelines (International Labour Office).

The aforementioned certification procedure and its application benchmarks are validated by the **National Council of Engineers and Scientists of France** (CNISF) and testify to engineering competency in line with the “*definition of the occupation of engineer*” as approved by its Governing Board on 26 February 1997.

In this capacity, the SNIPF is a member of the CNISF and the reference association. The CNISF manages the French Register of Engineers (*Répertoire Français des Ingénieurs*).

The SNIPF Certifying Organisation is recognised by the **French Accreditation Committee** (COFRAC), accreditation n° 4-010/97 of 6 March 1997 and renewable until February 2010 within the framework of COFRAC audits, validating the competence of the Society to respect certification procedures in accordance with NF EN 45013 standards, currently known as **ISO / CEI 17024**, in its capacity as a certifying organisation, section “*Entreprises et Personnels et Environnement*” (business organisations, personnel and environment) for the certification of professional engineers, including mention of their field of expertise.

Responsibility for the certification process of professional engineers falls within the scope and responsibility of the SNIPF Certifying Organisation structure. The ensuing professional recognition is sanctioned by the issuing of a Certificate of Competence as a Professional Engineer (CCIP) in a field of expertise corresponding to the ILO nomenclature, valid for a period of three years and renewable on proof of continued practice as an engineer.

The SNIPF also serves as an association for professional engineers. The Governing Board of the association is responsible for the admission of members, and issues an international professional engineers licence.

- **The Society of Professional Engineers**

The Society of Professional Engineers provides a membership body for individuals involved in the design, manufacture or use of machines structures or systems where the principal criteria are their ability to withstand, react to or use natural forces to share and promote the role of the professional engineer within Society.

Article 2 – General aims of the protocol agreement

The present protocol agreement is drawn up with the aim of consolidating the initial agreement between the SNIPF and the SPE. It will provide a framework for closer relations between the two entities in accordance with their respective objectives and for the development of collaboration with third parties following the mutual agreement of the two parties.

The protocol governed by the present agreement has been drawn up to consolidate the aim of the two parties to promote and maintain:

- **for the SNIPF:**

The promotion of the professional engineer, certified by the issue of a Certificate of Competence (CCIP), and more generally, the promotion of the objectives set out in the statutes of the SNIPF and the SRIPF (Regional Societies).

- **for the SPE:**

The promotion of the professional engineer, by the issue of a Certificate of Membership, and more generally, the promotion of the objectives set out in the Memorandum and Articles of the Society.

Article 3 – Operational measures between the SNIPF and the SPE

- **3.1 – Comparison of processes currently in force in the two associations**

The SPE will submit 5 applications to the SNIPF Certifying Organisation in which its members will complete the current certification application. This will allow the SPE members in question to

complete a "mock" certification in order to determine if they meet SNIPF certification benchmark conditions in accordance with its accreditation by the COFRAC.

In the same way, the SNIPF shall submit 5 applications from members who have obtained their SNIPF professional certification to validate their acceptability by the SPE.

The two parties shall compile a report to analyse the compatibility between the two systems. This mock evaluation of applications will be conducted free of charge.

Members of the SPE who wish to obtain their Certificate of Competence as a Professional Engineer (CDCIP) may subsequently apply in the normal way and will be pay the corresponding application fees.

Members of the SNIPF who wish to become members of the SPE shall apply following the usual procedures.

- **3.2 – Assistance in implementing the certification process**

As the SPE does not at present have a certification process compliant with European regulations (accredited by the equivalent of the COFRAC in the UK), the SNIPF has transmitted the application elements that each potential candidate should complete to the SPE. The SNIPF has had all its current documents used in the certification process translated and has transmitted these documents to the SPE free of charge.

Should it so wish, the SPE may take part in the National Certification Committee sitting, providing it gives advance notice. The schedule of Committee sittings will be transmitted to the SPE following the signing of the present protocol.

In the event that the SPE should prefer to create its own certification system in accordance with the ISO / CEI 17024 standard, it shall receive all the assistance and advice it may require from the SNIPF Certifying Organisation in accordance with the terms and conditions set out in an amendment to the present protocol agreement.

- **3.3 – Certification of SPE members wishing to work in France (temporary measures)**

While waiting for the SPE to set up a system of certification based on the same standards as the SNIPF and its subsequent accreditation by the equivalent of the COFRAC in the United Kingdom, any members of the SPE who wish to obtain their certification in accordance with the SNIPF benchmarks can obtain it by applying to the SNIPF.

Once the application has been successfully processed, the SNIPF will deliver a Certificate of Competence as a Professional Engineer called the: **Engineer – ILO code with mention of the field of expertise.**

This Certificate of Competence as a Professional Engineer will be delivered following the unanimous vote of three electoral colleges: employers, engineers and SNIPF scientists and

engineers. The National Certification Committee uses three benchmarks within the frame of the COFRAC accreditation:

- **the ISO / CEI 17024 standard** in effect at the time the application is submitted by the applicant to the SNIPF,
- **the definition of profession of Engineer by the National Committee of Engineers and Scientists of France (C.N.I.S.F)** of which the SNIPF is a member in the capacity of Reference Association,
- the classification of Engineering professions as defined by the **International Labour Office (ILO)** in the **International Standard Classification of Occupations (ISCO)**.

To obtain certification as an engineer in a specific field, the SPE member applicant must complete a certification application in accordance with the procedures in force in the SNIPF and its accreditation by the COFRAC. In particular, he or she must provide details of every aspect of his or her education and career background, and must irrefutably prove that:

- he or she has acquired the requisite academic knowledge for the expertise required (initial training + further education + qualifying work placements = level 1) in the field of expertise requested,
- he or she is in possession of and has exercised, for at least the last four years, the skills inherent to the work of an engineer, recognised by his or her employer or clients (in the case of applicants working in a self employed capacity or as independent company owners),
- they are employed as managers or the equivalent in accordance with the collective labour agreements in place, or that they are a self-employed or have a social mandate;
- they continue to maintain and develop their expertise,
- the description of tasks exercised in the context of their employment effectively corresponds to the occupation of engineer with all the accompanying responsibilities.

All the above-mentioned elements must be coherent, must correspond to the occupation exercised, and must have some form of proof.

The Certificate of Competence as a Professional Engineer (CCPE) is valid for a period of 3 years. It is renewable every three years on condition that the holder continues to practise as a professional engineer, serving as a guarantee for employers and clients. The ISO 17024 standard requires regular monitoring of the certificate holders in order to ensure the continuity or the evolution of the position of the engineer under consideration.

The forms supplied by the SNIPF and drawn up in English shall serve as a basis for the application which must be completed in French. Similarly, all supporting documents must be translated and certified as true copies of the original by a member of the SPE who will have received authorisation from the SNIPF beforehand (in the same way as the individuals responsible for applications at the SNIPF).

- **3.4 – Support to complete the application and check on its progress**

Members of the SPE can use the various tools provided by the SNIPF and its certifying organisation, submitting requests through the intermediary appointed by the SPE to follow the applications process.

The SNIPF agrees to provide the SPE with regular reports on the number of members who have obtained the Certificate of Competence as a Professional Engineer and to promote the present protocol with the sixteen (16) Regional Societies of Professional Engineers in France (SRIPF).

Similarly, the SPE agrees to promote the SNIPF in its field of activity/ to inform the SNIPF of all aspects of its field of activity and to inform all of its members of the interest of obtaining professional certification professional for their professional activity.

- **3.5 – Application procedures for engineers who are members of the SNIPF to join the SPE:**

Applicants must comply with the common membership regulations and naturally, once admitted, respect the statutes and internal regulations of the **SPE**.

- **3.6 – Application procedures for members of the SPE to obtain the Certificate of Competence as a Professional Engineer and for membership to the SNIPF, authorized to hold the title of Professional Engineer of France:**

- Application for certification from the SNIPF Certification Committee is a voluntary process for the candidate and is not linked to any form of membership. The application is processed in accordance with the SNIPF certification procedures in force, compliant with its accreditation by the COFRAC.
- The applicant shall submit the completed application to the certifying organisation for processing.
- The **S.N.I.P.F.** shall inform the **S.P.E.** of the decision made by the National Certification Commission (acceptance, rejection, deferral). Once certified, the applicant agrees to the proactive monitoring process and renewal of the certificate in accordance with the procedures in force and the ISO NF CEI 17024 standard.
- Once certified, the applicant may apply to the administrative head office of the **S.P.E.** to be a member of the **S.N.I.P.F.** The application is endorsed by the President (with any additional information deemed necessary), then submitted to the **S.N.I.P.F.** for processing by the region concerned (SRIPF) and delivery of the annual licence together with all the advantages related to membership of the **S.N.I.P.F.**
- The **S.N.I.P.F.** shall inform the **S.P.E.** of its formal acceptance of the applicant's membership.

- Applicants must comply with the common membership regulations and naturally, once admitted, respect the **S.N.I.P.F.** statutes and internal regulations.
 - Members benefit from all the advantages offered to the Professional Engineers of France.
- **3.7 – Additional measures:**

The SNIPF and the SPE will develop synergies between their members working as professional engineers. These synergies will apply to the following areas:

- development of international contacts through information about the activities conducted by each of the partners,
- communication of activities and other information in the SPE and SNIPF journals,
- systematic subscription of SNIPF national committee members and regional presidents to the SPE journal and subscription of SPE committee members to the IP journal published by the SNIPF,
- development of joint activities within the framework of the respective objectives of each of the parties. The two parties mutually agree to keep each other informed about any planned national or European events likely to be of mutual interest.
- implementation of joint initiatives at international level with their respective partners, particularly international partners, in order to promote the profession of engineer and thus defend the interests of the respective members.

Article 4 – Communication

This agreement has been drawn up with the aim of pooling all data and communication resources used in an operational context by both of the parties in order to achieve their intended objectives.

All communication, dissemination, transmission or publication of information relating in any way to the other party, should firstly be submitted with a written request for the aforementioned party's approval.

Both parties agree to inform one another of any statutory changes to the make up of their Management Board.

As part of the protocol process linking the SNIPF to the CNISF and the COFRAC, the latter shall be informed of the implementation of the present agreement.

Article 5 – Working committee

The ongoing dialogue that has developed between the two parties over the past few years will be pursued through the setting up of a working committee which will meet at least once a year. This committee will be made up of members selected by the decision-makers in each of the associations. It will propose initiatives to each of the two respective Governing Bodies and its

missions may be extended in accordance with the statutes and internal regulations of the SPE and the SNIPF.

Article 6 – Safeguard of interests

In order to safeguard all mutual interests, both parties mutually agree not to engage in any form of interference beyond the intended objectives of the present protocol. Any indication of abuse should be reported immediately in order to resolve the issue as quickly as possible in a spirit of mutual understanding.

Article 7 – Validity of the present protocol

The present protocol has been drawn up in two original specimens. It is valid for a period of three years and will be subject to an annual report from the date of signature. It should demonstrate tangible results in line with the objectives hereby set out. It may be revised following recommendations from the Working Committee. All modifications must be approved in accordance with the processes specific to each of the two parties.

Article 8 – Termination

The present protocol may be terminated by one or other of the signatory parties upon two months prior notice sent by recorded delivery. This interim period will be used to try to find a mutually acceptable arrangement.

Signed in Strasbourg,
during the *Salon de la Maîtrise d'œuvre en Bâtiment*
on September 26, 2008

on behalf of the **SNIPF**

on behalf of the **SPE**

the President of the Governing
Board

the President

François DESORMIERE

Brian DIXON

witnessed by

witnessed by

the Honorary President

the Chief Executive

Charles TONDEUR

David GIBSON