

Engineers and Geoscientists BC
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**CONFIDENTIAL REFERENCE FORM FOR DESIGNATED STRUCTURAL ENGINEER (Struct.Eng.)
APPLICATION**

PLEASE TYPE OR PRINT CLEARLY.

Prior to completing this form electronically, please download the file to your own computer.

Your name has been put forward by this applicant as a referee in support of his or her application for Designated Structural Engineer (Struct.Eng.). It is important to the applicant, as well as to Engineers and Geoscientists BC, that you complete and return this form, directly to the Engineers and Geoscientists BC and not to the applicant, as soon as possible.

This form should be accompanied by a summary of the applicant's experience. Please answer all questions to the best of your direct knowledge only. As a referee, you are asked to consider your assessment carefully and to provide as much input and guidance as possible to Engineers and Geoscientists BC concerning the readiness of the applicant for the Struct.Eng. designation. Please do not suppress any information that might influence the decision. If, for any reason, you feel that you cannot provide an assessment of this applicant, please return this form to Engineers and Geoscientists BC and note your reasons in the space provided below.

All statements will be treated as confidential. Thank you for taking part in this most important aspect of the review procedure.

If you are unable to act as a referee, please indicate the reason in the space provided:

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A. REFEREE CONTACT DETAILS

Applicant Name:	Referee Address:
Referee Name:	
Referee Daytime Telephone Number:	

B. YOUR PROFESSIONAL KNOWLEDGE OF THE APPLICANT

1. For how many years have you known the applicant:

Personally? _____ years, from (provide dates) _____ to _____

Professionally? _____ years, from (provide dates) _____ to _____

2. What is or was your position in relation to the applicant?

Supervisor Colleague Other _____

Please indicate the duration of this relationship:
_____ years, from (provide dates) _____ to _____

3. Candidates for Struct.Eng. must demonstrate six years of significant post-graduation structural engineering experience including two years in responsible charge of significant structural engineering work. To be significant, engineering work must:

- Represent an application of the knowledge of structural engineering that goes beyond standard solutions found in manuals of practice;
- Be done in an environment where the engineer has worked with at least two materials and has assumed a significant part of the overall structural engineering responsibility for the project;
- Demonstrate responsibility for structural design of buildings under Part 4 of the [British Columbia Building Code](#) or the [Vancouver Building Bylaw](#).
- Demonstrate experience with the design of buildings in high seismic regions

Judging from your direct knowledge of the applicant's work:

- What is your assessment of the applicant's understanding of structural engineering? Does he or she demonstrate an understanding that exceeds the standard solutions found in manuals of practice?

- How has the applicant assumed overall structural engineering responsibility for a project? What structural materials has he or she worked with?

- Please give a description of how the applicant has assumed responsibility for the structural design of buildings under Part 4 of the *British Columbia Building Code*, the *Vancouver Building Bylaw*, and the *National Building Code of Canada*.

- Please state your assessment of the applicant's knowledge and application of the BC structural engineering codes of practice and [The Code of Ethics](#).

- Please state your assessment of the applicant's seismic design experience.

C. YOUR ASSESSMENT OF THE APPLICANT'S EXPERIENCE

The purpose of the review process is to ascertain whether or not the applicant is ready to accept overall responsibility for the structural design of Part 3 Buildings as defined in the [BC Building Code](#) and the [Vancouver Building Bylaw](#).

It is requested that you review the enclosed summary of experience provided by the applicant and comment on its validity in the space provided. Also, please emphasize areas in which you judge the applicant to have outstanding abilities and areas in which you feel the applicant does not yet have enough experience.

D. ADDITIONAL INFORMATION

1. If you have any additional information which will assist in our evaluation, please provide it.
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2. If, for any reason, you believe that this applicant should not be granted the Struct.Eng. designation, please outline your reasons below. Please note that your comments will be kept in strict confidence by Engineers and Geoscientists BC.

E. REFEREE INFORMATION

Position: _____

Employer: _____

Professional Designation: _____

Licence # / Jurisdiction: _____

Signature: _____

Date: _____

Please affix your professional seal here:

Please return this form and a copy of the applicant's work experience summary to Engineers and Geoscientists BC. Forms and work experience summaries can be returned by email, mail, or fax.

Email: register@egbc.ca

Mail: 200-4010 Regent Street Burnaby BC V5C 6N2 Canada

Fax: 604-430-8085

Thank you for taking the time to complete this reference form. Your assistance is critical to the registration process and is greatly appreciated.