



State Ministry of Rural Housing and Construction
&
Building Materials Industries Promotion



Application for Registration of a Sri Lankan Qualified Person

**Construction Industry Development Authority
“Savsiripaya”
123, Wijerama Mawatha
Colombo 07.
Tel : 2699801**

Application	CIDA/DEV/SLQP/FO/65
	<i>for official use</i>
	Application No: Eng/Ar/Qs/Non.Inst-
CONSTRUCTION INDUSTRY DEVELOPMENT AUTHORITY, SRI LANKA	
APPLICATION FOR REGISTRATION AS A QUALIFIED PERSON	
Instructions: 1. This is applicable only for citizens of Sri Lanka who are not members of the local professional body/board of registration established by Act of Parliament. 2. Applicants are requested to read carefully the attached "Notes to Applicants" before filling up this form 3. Please use block letters	

A : DISCIPLINE, CATEGORY AND AREA OF SPECIALITY OF QUALIFIED PERSON APPLIED FOR	
* Discipline <input type="checkbox"/> Engineering <input type="checkbox"/> Architecture <input type="checkbox"/> Quantity Surveying	
* Sub discipline in Engineering: <input type="checkbox"/> Civil <input type="checkbox"/> Electrical <input type="checkbox"/> Mechanical <input type="checkbox"/> Building Services <input type="checkbox"/> Any other, Please specify	
* Category <input type="checkbox"/> Engineer <input type="checkbox"/> Associate Engineer <input type="checkbox"/> Affiliate Engineer <input type="checkbox"/> Architect <input type="checkbox"/> Quantity Surveyor	
* Area of Speciality <input type="checkbox"/> Designing <input type="checkbox"/> Documentation <input type="checkbox"/> Supervision <input type="checkbox"/> Any other, Please specify	

PART A. APPLICANT'S INFORMATION																					
A-1: PERSONAL DETAILS																					
1	Name with Initials														Gender	Male	Female				
2	Name in Full																				
3	Nationality											Date of Birth	D	D	M	M	Y	Y	Y	Y	Photo of the Applicant taken within last three months size 35mm X 45mm
4	Identity	Passport										National Identity Card									
	Number																				
	Country of Issue																				
	Date of Issue	D	D	M	M	Y	Y	Y	Y	D	D	M	M	Y	Y	Y	Y				
	Expiry Date of Passport	D	D	M	M	Y	Y	Y	Y												
5	Profession																				
6	Permanent Address																				
7	Contact Address																				
	Tele (Office)											Mobile									
	Tele (Home)											Fax No									
	e-mail:																				
8	Name of Present Employer (if employed):																				
	Company Address																				
	Tele											Fax No									
	Mobile											e-mail									

A-2: ACADEMIC QUALIFICATIONS <i>(Degree/Diploma, Institute & Year received)</i>						
9	Title of the Degree/Diploma including discipline:	Duration (Years)	Name of University/Academic Institute:	Certified copies of transcripts	Country	Year of Graduation:

A-3: PROFESSIONAL QUALIFICATIONS AND MEMBERSHIPS													
10	Membership of Relevant Professional Bodies:												
	Name of Institution	Member Status and Affiliation	Membership or Registration No	Date Registered and Validity Period									
				D	D	M	M	Y	Y	Y	Y		
11	Membership of Relevant Academic/other Societies:												
	Name of Academy/other Society	Member Status	Membership No	Date enrolled									
				D	D	M	M	Y	Y	Y	Y		

A-4: LANGUAGE PROFICIENCY : <i>(Select from; E:Excellent/ G:Good/ F:Fair/ N:Nil and enter in relevant box)</i>										
12	Language	English	Sinhala	Tamil	Other/1 (Specify)	Other/2 (Specify)	Other/3 (Specify)			
	Reading									
	Writing									
	Speech									

PART B. APPLICANT'S PROFESSIONAL EXPERIENCE			
B-1: EMPLOYMENT RECORD OF LAST TEN (10) YEARS: <i>(Please use additional A4 size sheets if necessary)</i>			
Period (from - to)	Position Held	Details of the Employer & Project	Responsibilities:

B-2: RELEVANT WORK EXPERIENCE OF LAST TEN (10) YEARS**List of relevant past experience:** *(Please start with the latest assignment. Use additional A4 size sheets if necessary)*

Period (from - to)	Details of the Project	Details of Supervising Professional's including Contact Details	Brief Description of the Assignment	Responsibilities:

LIST OF ATTACHMENTS (e.g. certified copies of certificates, original of the receipt for the payments)

- 1
- 2
- 3
..
- 4
- 5
- 6

PART C: UNDERTAKING TO BE SIGNED BY THE APPLICANT			
I, being a Citizen of Sri Lanka , hereby apply for Registration as a Qualified Person to be engaged in the Identified Construction Works defined under Section 67 of the Act and as required under Section 26. Register of Qualified Persons of the CONSTRUCTION INDUSTRY DEVELOPMENT Act No. 33 of 2014.			
I confirm that I am a current member of the professional body as declared by me in Section A-3 and that I have a valid permit to practice in the sub disciplines of my competence declared herein.			
I confirm that, in the event of my acceptance, I will discharge my professional duties within the regulations and the rules of professional conduct prescribed by the Institution of Engineers Sri Lanka/Sri Lanka Institute of Architects/ Institute of Quantity Surveyors, Sri Lanka.			
I will also accept as final and binding, any decisions made by the Construction Industry Development Authority, Sri Lanka.			
If I am granted registration, I shall abide by the laws and regulations of the Democratic Socialist Republic of Sri Lanka.			
I declare that I do not have any involvement or interest that is considered to be in real or apparent conflict with the duties to be performed in the project concerned. I affirm that all information given above are true and accurate.			
Name		Date:	<div style="display: flex; justify-content: space-between;"> <div style="width: 10px; height: 10px; border: 1px solid black;"></div> <div style="width: 10px; height: 10px; border: 1px solid black;"></div> <div style="width: 10px; height: 10px; border: 1px solid black;"></div> <div style="width: 10px; height: 10px; border: 1px solid black;"></div> <div style="width: 10px; height: 10px; border: 1px solid black;"></div> <div style="width: 10px; height: 10px; border: 1px solid black;"></div> <div style="width: 10px; height: 10px; border: 1px solid black;"></div> <div style="width: 10px; height: 10px; border: 1px solid black;"></div> </div>
Signature of Applicant	Seal		

Notes to Applicants

- 1 Please ensure that the relevant Criteria for Registration as specified by the CIDA are satisfied by you for the category that you are applying for.
- 2 Please send your application form and all accompanying documents to the following address:

Director General
CONSTRUCTION INDUSTRY DEVELOPMENT AUTHORITY
"Savsiripaya"
123, Wijerama Mawatha
Colombo 07
SRI LANKA
- 3 Please note that non submission of required supporting documents may cause delays in processing.
- 4 Please make the prescribed payments and submit a copy of the Receipt/ Statement of Remittance with your application.
- 5 For speedy processing and integrating your information into the Register, please submit also a digital copy of your application
- 6 If any additional information is required after preliminary screening, applicant will be informed.
- 7 Application, if found to be not in order, will be rejected and the applicant will be informed accordingly.
- 8 Approximately thirty (30) working days would be taken for processing of applications by CIDA.
- 9 Originals of documents to be produced together with the application for verification or copies to be certified by an Attorney at Law or a relevant Professional Body / Board/s of Registration or Councils in Sri Lanka.
- 10 Persons recommending any applications are required to verify the qualifications and experience of such applicant prior to recommending.
- 11 The applicant may consult the relevant professional body, Institution of Engineers Sri Lanka/Engineering Council Sri Lanka/Sri Lanka Institute of Architects/ Institute of Quantity Surveyors, Sri Lanka or and obtain information related to accredited courses of study, professional qualifications etc.