



འབྲུག་བཟོ་རིག་ཚོགས་ཐེ

## Engineering Council of Bhutan

### Guideline for General Registration

The Engineering Council of Bhutan (ECoB) will start with the General Registration of Engineering Professionals from the 17<sup>th</sup> of November 2020. The data from the general registration will be used for the formation of committees and subcommittees.

The registration procedure is as follows:

1. Download the registration form from ECoB website ([www.ecob.gov.bt](http://www.ecob.gov.bt)).
2. Directly fill in the information in the soft copy itself. Kindly tab through when filling in the form.
3. There are two forms in the download file:

In Form 1, there are five sections

a) Section 1(Applicant Information)

This section is mainly for the applicant information. The alternative email ID and phone number are optional.

The primary mail ID should preferably your personal email ID and not your organizational mail ID.

b) Section 2(Qualification)

This section is mainly for tertiary level academic qualification. Mention the contact address of the educational institution where the education was undertaken. In the accreditation column, mention the accreditation if your course has been accredited.

c) Section 3(Affiliation to similar organization)

Kindly fill in this area if you are a member or if you have affiliation to similar organisation abroad.

d) Section 4(Referee Details)

Mention at least two professional referee details(preferably client and employer). Additionally mention two professional referees if available.

e) Section 5(Declaration)

In the declaration part kindly insert your name in the signature part along with the current date which will be taken automatically.

Note: Kindly send the filled form and other documents through your primary email ID.



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In Form 2, there are two sections

a) Section 1(Training Record)

In this section, fill in any training/workshops related to your field that you have attended.

b) Section 2(Professional Experience Record)

In this section, briefly fill in the chronology of your work i.e when and where you worked. The detailed information can be mentioned in the Curriculum Vitae.

4. In the annexure, check the documents to be attached.
5. Send the filled up form and other relevant documents to [engineeringcouncilofbhutan@gmail.com](mailto:engineeringcouncilofbhutan@gmail.com) from your primary email ID. Kindly compress the file or send the files through google drive if its large.

The council will either call or send you emails during the verification process, therefore, kindly mention correct contact addresses.