

GUIDELINES FOR APPLICATION FOR TRANSFER TO THE CLASS OF FELLOW:

Where members who are not nominated or invited to make an application for Fellowship but choose to make an application themselves and submit articles (whether dated or not would be based on the merits of the articles.

An application for transfer to the Class of Fellow shall be made on the prescribed Form B to which shall be attached an article by the applicants. The guidelines for vetting the articles are as follows:-

- a) The article should be on a professional topic relating to surveying. b) It should be a result of some form of research.
- c) It should be useful to members of the surveying profession. d) It should not be less than 2000 words.

In the case of a candidate who holds a Master's Degree or a Doctorate in surveying, the requirement of the article may be waived.

APPLICATION FOR TRANSFER TO THE CLASS OF FELLOW

Guides To Invitation For Transfer To The Class Of Fellow

1. Compliance with relevant articles of the Constitution & Byelaws.
2. Outstanding services to the Institution and the profession.
3. Senior positions held or being held in the Public or Private Sector.
4. Educational and academic qualifications attained.

For (2) above, it should be considered if a candidate has served the Institution as:-

- a) With other members, organizers of functions in uplifting the image and economic standing of RISM and the welfare of its members; or
- b) Divisional or Branch Secretary or Secretary;
- c) Treasurer or Committee Member of a Division, Branch or Council; or
- d) A member in a sub-committee and in what capacity; or
- e) As representative of ISM in international or local conferences; or
- f) Had presented papers in either international or local conferences/seminars/talks and written articles for publication in the Surveyor or other publications.

In the choice of invitation for candidates, preference should be given in the above order, but where overall consideration on the above criteria is about equal, then seniority in membership counts.

The detailed c.v. of the identified candidates must first be considered by the Divisional Committees and thereafter they would recommend to Council for approval. Once approved, Council would then invite the candidates for Fellowship.

All Division must adhere to the Guidelines and before putting the recommendation before Council they must submit detailed c.v./bio-data of the potential candidates for consideration by Council.

APPLICATION FOR TRANSFER TO THE CLASS OF FELLOW -CONFERMENT OF FELLOWSHIP

1. General Principles

- 1.1 The qualifications for transfer to the Class of Fellow as stipulated under the Constitution of ISM are to be adhered to.
- 1.2 A Fellow is one who is eminent as a surveyor, a future leader of the Institution.
- 1.3 Contribution to the Profession should be considered.
- 1.4 The review, evaluation and approval for transfer to be an annual exercise.

2. General Criteria

The General Criteria shall be include:-

- 2.1 Compliance with the relevant articles of the Constitution & Byelaws.
- 2.2 No Criminal record or a bankrupt, pass or present.
- 2.3 Outstanding contribution to the profession.

3. Detail Criteria

- 3.1 Candidates must be more than thirty-five years old.
- 3.2 Candidate must have more than five years of professional experience after election as a Member

(Amplification: A candidate who is practising/ working in the public service, private practice or surveying academic as a surveyor would be deemed to have the requisite professional experience. A candidate who is from the political, corporate, welfare or non-surveying academic arena would need to provide evidence that he/she has the five years post-election professional experience as a surveyor).
- 3.3 Candidate must have paid all fees due and fulfilled all financial obligations relating to his present class of membership with the Institution.
- 3.4 Candidates has never been declared a bankrupt or convicted of a criminal' offence. A statutory declaration should be submitted.
- 3.5 Candidate has contributed significantly to the profession.

(Amplification: Each Divisional Committee must be fully satisfied that the candidate (whether he / she applied or was proposed for transfer) has contributed significantly to the profession. As a guide, the candidate, generally must either:-

- ❖ Have held or currently be holding senior positions in the public, private, academic, political, corporate or welfare arena; or
- ❖ Be or have been active in RISM, in the Divisional Committees, Branch Committees, Examination, Editorial or Trustees' Board or in the Council; or
- ❖ Have retired or be semi-retired from full-time teaching and has had significant input into the guidance, training and raising of professional surveyors).

The procedures are as follows:-

- a) Each candidate for consideration for transfer to the Class of Fellow must have a proposer and seconder. The proposer and seconder, individually, must prepare a statement or testimonial with regards to the merit of their proposal including a statement on the contribution of the proposed candidate to the profession.
- b) In the case if the Council or the Divisional Committees or Branch Committees are the proposers and seconders, the Secretary General or Divisional/Branch Secretary must prepare the requisite statement.
- c) Any application for advancement to the Class of Fellow must be appropriately considered by the respective Branch or Divisional Committee before being forwarded to the Council for consideration.
- d) The Divisional Committees shall consider all the proposed candidates. Candidates who do not fulfill items (2.1), (2.2) and (2.3) of the General Criteria above are not eligible for advancement and thus cannot be considered at all.
- e) Divisional Committees will nominate for Council's consideration, candidates for transfer to the Class of Fellow by December of each year.
- f) Council shall consider the nomination and has the responsibility in seeing and ensuring that a candidate is fit for the transfer. Council may request for additional information from the Divisional Committees. Council shall decide on each and every nomination by February of each year. Council must receive the summarized copies of the candidates' c.v. by January of each year so as to ensure that these are thoroughly vetted before endorsement by Council.
- g) The successful candidate shall be promptly informed by the Secretary General of the decision and within three months submit to Council the requisite documentation together with the requisite payments.
- h) The fellowship will be conferred annually, either at the Annual General Meeting or the Annual Dinner.