



PHILIPPINE INSTITUTE OF CIVIL ENGINEERS QATAR CHAPTER

International Charter No. I-03
P.O. Box No. 30628, Doha, State of Qatar
Email: info@piceqatar.com and /or piceqatar@yahoo.com
Website: www.piceqatar.com



Committee on Membership Implementing Rules and Guidelines

A. For New Member Applicant holding membership with other chapter

1. Applicants applying for membership with PICE Qatar Chapter holding membership from other local chapters in the Philippines or in any international chapters shall be issued a temporary membership number (e.g. T-0001) and shall settle his/her fees, dues and arrears (if any) upon validation from PICE National.
2. The applicant may be allowed to attend PICE Qatar sponsored CPD programs on a temporary basis until PICE National validation has been received. Non-payment of fees and dues upon validation and notification will suspend this temporary privilege.
3. The committee shall notify the applicant upon receipt of PICE National validation to settle all fees and dues. PICE Qatar membership number shall be issued and the temporary membership number shall be cancelled and shall enjoy all the rights and privileges of member in good standing. Refer to Article 4 & 10 Sub-Clause 4.2 & 10.4 respectively.
4. No fees and payments will be accepted without the validation from PICE National and the completed and signed chapter transfer document. The applicant must take initiative and assist in completing his/her chapter transfer documents in any means available.
5. Temporary membership number cannot be re-cycled.
6. Membership certificate signed by the committee chairperson and attested by the chapter secretary and chapter id will be awarded during the oath taking ceremony for new chapter members during the General Assembly, Induction Ceremony or during any seminars or events organized by the chapter. The oath taking proceeding will be conducted by the Membership Committee Chairperson.

B. For New Member with no existing membership with other chapter

1. Applicants applying as new members with PICE Qatar Chapter shall be issued a temporary membership number (e.g. /T-0001) and upon validation from PICE National shall pay his/her fees and dues.
2. The applicant may be allowed to attend PICE Qatar sponsored CPD programs on a temporary basis until PICE National validation has been received. Non-payment of fees and dues upon validation and notification will suspend this temporary privilege.
3. The committee shall notify the applicant upon receipt of PICE National validation to settle all fees and dues. PICE Qatar membership number shall be issued and the temporary membership number shall be cancelled.



PHILIPPINE INSTITUTE OF CIVIL ENGINEERS QATAR CHAPTER

International Charter No. I-03
P.O. Box No. 30628, Doha, State of Qatar
Email: info@piceqatar.com and /or piceqatar@yahoo.com
Website: www.piceqatar.com



Committee on Membership Implementing Rules and Guidelines

4. However, should the application after validation from PICE National appears to have membership with other chapter shall pay all his/her fees, dues and arrears (if any) and PICE Qatar membership number shall be issued.
5. No fees and payments will be accepted without the validation from PICE National and the completed and signed chapter transfer document (as necessary). The applicant must take initiative and assist in completing his/her chapter transfer documents in any means available.
6. Temporary membership number cannot be re-cycled.
7. Membership certificate signed by the committee chairperson and attested by the chapter secretary and chapter id will be awarded during the oath taking ceremony for new chapter members during the General Assembly, Induction Ceremony or during any seminars or events organized by the chapter. The oath taking proceeding will be conducted by the Membership Committee Chairperson.

C. For existing member of PICE Qatar Chapter

1. Non-payment of fees and dues immediately places existing members into inactive status and will be subject to termination and shall be divested of all rights and privileges available to member in good standing. Hence, fees, dues and arrears shall be settled within a grace period of one (1) quarter or until the 31st of March of the succeeding year to continue enjoying all the rights and privileges of a member in good standing. Refer to Article 4 Sub-Clause 4.6.4 of the CBL.
2. Moreover, in consideration of member's employment status, location and other circumstances that may affect his/her timely payment of fees and dues, the Committee on Membership (COME) may allow a grace period of maximum two (2) months or until end of February from the start of the renewal year to settle all the fees and dues to avoid immediate effect of inactive status. Otherwise, Article 4, Sub-Clause 4.6.4 will take effect.
3. Members who failed to settle his/her dues and fees within the allowed grace period of the committee may reinstate their membership by paying all of his/her back dues/arrears and shall be subject to the member's attendance to at least one (1) major activity (Induction, General Assembly, Conferment Ceremony, Foundation Day, International Technical Conference, Mid Year Technical Convention). Refer to Article 4 Clause 4.6.5.
4. Membership certificate signed by the committee chairperson and attested by the chapter secretary and chapter id will be awarded during the oath taking ceremony for new chapter members during the General Assembly, Induction Ceremony or during any seminars or events organized by the chapter. The oath taking proceeding will be conducted by the Membership Committee Chairperson.



**PHILIPPINE INSTITUTE OF CIVIL ENGINEERS
QATAR CHAPTER**

International Charter No. I-03
P.O. Box No. 30628, Doha, State of Qatar
Email: info@piceqatar.com and /or piceqatar@yahoo.com
Website: www.piceqatar.com



Committee on Membership Implementing Rules and Guidelines

Settlement of Fees and Dues For Existing Members

Inactive Status as per CBL Article 4, Subclause 4.6.4														
Inactive Status (temporary)												Deadline until 31 st of March of the succeeding year		
1	2	3	4	5	6	7	8	9	10	11	12	1	2	3
COME proposed grace period for renewal of membership		Reinstatement period + attendance to at least one (1) of PICE Qatar Chapter's major events												

Prepared By:

Engr. Luisito S. Carlos
2nd Vice President

Date: 14 MAR 2018

Noted By:

Engr. Rolan E. Nevado
COME Chairperson

16 March 18

Date:

Engr. Aiden P. Cayaga
COME Supervising Officer
1st Vice President

16 MAR 2018

Date:

Approved By:

Engr. Aileen A. Buenaflor
President

Date:

Effectivity: 01 April 2018

Ref.: PICE Qatar Chapter's Ratified Constitution and By Laws, 10th Amendment dated 24 November 2017