

# ***THE SAFETY AND RELIABILITY SOCIETY***

## **Guide to Application for Membership**

Please read this guide before completing the application form since incomplete or inadequate information may cause applications to be returned for clarification.

Applications for transfer need not give details of education, training and professional experience previously given on successful membership application forms. Only subsequent experience need be given in Section 3.

- 1.1 STUDENTS are those who are undergoing an approved course of full-time further education who intend to fulfill the requirements for admission to the class of Associate Member.
- 1.2 ASSOCIATES are those interested in the general advancement of Safety and Reliability technology.
- 1.3 ASSOCIATE MEMBERS satisfy either the educational requirements for Member or have 2 years of relevant experience for Member and intend to fulfill the balance of requirements for admission to the class of Member.
- 1.4 MEMBERS are required to have either:-
  - a) attained an appropriate honours first degree (details available via the office) or be registered as a Chartered Engineer or equivalent, and have 2 years relevant experience.Or;
  - b) fulfill the requirements of the Society's experienced candidate route (details from secretary).
- 1.5 Fellows are required to have the qualifications and experience required for the class of Member and to demonstrate that they have held a senior or eminent position of responsibility in the Safety and Reliability field for 2 or more years in addition to the experience necessary for Member. This can be demonstrated both by management responsibility and by eminence demonstrated by technical innovation, writing or significant contributions to relevant committees (see Appendix 1).

## **2. QUALIFICATIONS AND EXPERIENCE**

Degree subjects qualifications normally considered acceptable are those pertinent to the principal engineering disciplines such as Mechanical Engineering, Electrical Engineering, Chemical Engineering, Structural Engineering and Control Engineering. In addition, there are generic subjects which have a relevance to Safety and Reliability technology such as Mathematics, Software and Physics Psychology and Sociology or other disciplines that contribute to systems safety and systems reliability..

The Society requires applicants to have a thorough grounding in practice, as well as theory, since the application of the discipline is essentially practical. Such relevant practical experience may be obtained through involvement in design, production, operation or maintenance provided that it has included the application of Safety and/or Reliability technology.

Applicants should clearly describe the nature of work undertaken in each career role, including the mention of the S & R methods tools and techniques involved. The dates/duration of each distinct career role should be stated. Where a role has included some S & R activity, alongside other non-S & R responsibilities/activities, then the proportion of time devoted to S & R activity should be stated (again with a description of the S & R activities, to the level defined above)

### 3. PROPOSER AND SECONDER

The two sponsors of applicants act as the first line quality check on applications, it is important that they should be satisfied that the information given on the form is correct and should initial those particulars in the Experience section of which they have personal knowledge. The form is to be signed by them **ONLY WHEN THEY ARE SATISFIED** that the application is justified.

The minimum criteria for sponsors vary depending on the grade applied for:

Student	- Course director or equivalent
Associate Member	-2 IEng or equivalent, one should be a SaRS Member
Member	- 2 IEng or equivalent, one should be a SaRS Member
Fellow	- 2 CEng or equivalent, one should be a SaRS Fellow

The society accepts that good candidates due to various reasons (geographic location, career pattern, etc) may not be able to identify standard sponsors. In these cases the Council will take a view on the suitability of sponsors identified and the justification for using non standard sponsors

### 4. SUBSCRIPTIONS AND FEES

The annual subscriptions, entrance fees and transfer fees are reviewed each year and are allowable expenses against UK income tax.

Subscriptions are due on the first day of the year. Members elected on or after the first of July and before the thirtieth of September pay six months subscription. Members elected on or after the first of October pay one year's subscription which covers the unexpired part of the year and the following year.

## CHECKLIST

It is important to address the following checklist which covers the most frequent reasons for being returned to applicants.

Since the form will be photocopied for the Membership and Grading Committee, it is essential that **ONLY BLOCK LETTERS IN BLACK INK OR TYPEWRITTEN CHARACTERS** are used.

Ensure that you sign the form where indicated and that your Proposer and Secunder **HAVE INITIALLED THE RELEVANT PORTIONS** of your experience and have entered the number of years they have known you.

Ensure that your Proposer and Secunder have the appropriate status for your grade of application and that no more than one of them is a subordinate.

Enclose **DOCUMENTARY EVIDENCE** of technical qualifications – please send attested photocopies as the Society cannot be responsible for originals.

It is important that a **COMPLETE** record of training and careers is given, including an explanation of any lengthy breaks. Where there is sufficient space on the form, an additional statement may be attached. Nevertheless Section 3 should **NOT** be left blank, even if a CV is attached.

Do not enclose any fees at this stage. You will be invoiced if your application is successful.

Note: The Safety and Reliability Society is a registered charity No: 801207

## **Appendix 1 – Guidance for Applicants for Fellowship**

The traditional concept of senior experience involves responsibility for the work of other professional staff. However, there are other ways in which seniority may be expressed. Some headings under which measures of eminence/seniority will be considered are:

### **Membership of reputable committees associated with S and R**

- a) Panels, Working Groups, Subcommittees etc of CEng, IEC, MOD, SaR, BSI etc. It is important to explain the depth of involvement, significance of contribution, dates and durations of service.

### **Papers and Documents**

For this to be assessed candidates should indicate papers that have been referred via external peer review.

- a) Referred papers to National and International conferences sponsored by appropriate S & R bodies (eg SaRS, IQA, CEng Bodies)
- b) Contributions to standards and guidance documents related to S & R.
- c) Journal and proceedings contributions in S & R.

### **Books**

- a) Complete text books with significant S & R content.
- b) Whole chapter contributions to text books.

### **Original Work**

For this to be assessed candidates should indicate the extent of the contribution whether as sole author or as part of a small/large team.

- a) Acknowledged originators of tools, techniques or software packages (in the S & R field) which involve some degree of originality.

### **Management**

For this to be assessed candidates should submit details of numbers and types of staff managed, in each career post. It may be helpful to include an organization chart.

- a) This is the traditional criteria for Fellow status in the engineering institutions. It involves management of actual S & R work rather than general engineering. Senior lecturer positions, and above, will contribute to this category.

Members are urged to bear the foregoing list in mind when preparing an application for Fellow and to remember that they can **only be judged on the material included in the application form.**