

GUIDE TO APPLICATION FOR MEMBERSHIP

Please read this guide before completing the application form.

Anyone can join SaRS and completing the application form is simple. A lot of the information required is already likely to be on your CV. We welcome applications from a wide range of educational and technical backgrounds – if you are working in safety, reliability or risk management you may be eligible for membership. You will need a proposer and seconder, but if you do not know any SaRS members, someone IEng or equivalent who can sign off your experience is fine – please see below for more details.

Every application is considered on its own merit – please contact the office if you have any questions about any aspect of the application process.

STEP 1. CHOOSE A TYPE OF MEMBERSHIP FROM THE LIST BELOW THAT FITS YOUR EXPERIENCE AND QUALIFICATIONS:

STUDENTS need to be undergoing an approved course of full-time further education and intend to apply for ASSOCIATE MEMBER or MEMBER in the future.

ASSOCIATE MEMBERS need either the educational requirements for MEMBER or have 2 years of relevant experience for MEMBER and intend to fulfil the criteria for MEMBER.

MEMBERS need to demonstrate appropriate educational achievement, this can be demonstrated a number of ways; a relevant degree and 2 years' relevant experience of Safety or Reliability or registration with the Engineering Council at IEng or CEng levels or equivalent registration with a relevant professional institution. A number of alternative qualifications are also acceptable or there is the experienced route – please ask us if you have any questions.

FELLOWS are required to have the qualifications and experience required for MEMBER grade and can 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).

ASSOCIATES are those who are interested in the general advancement of Safety and Reliability technology. Associates are non-corporate members of the Society

STEP 2. DOWNLOAD AND COMPLETE THE APPLICATION FORM FOR YOUR MEMBERSHIP GRADE

PERSONAL DETAILS

Please complete your personal details on the front of the form. We will need your email address and telephone number in case we need to contact you about your application.

QUALIFICATIONS AND EXPERIENCE

Section 1 of the application form asks for details of Education and Qualifications. The Society welcomes applications from a wide range of educational and technical backgrounds. If your CV includes the information below you may write 'See attached CV'. Your CV needs to be signed off by your proposer/seconders.

1.1 General Education

Please complete this section with educational establishments attended

1.2 Technical Education

Please complete this section with technical courses completed

1.3 Qualifications

Please complete this section with qualifications

Degree subjects qualifications normally considered acceptable include Mechanical Engineering, Electrical Engineering, Chemical Engineering, Structural Engineering and Control Engineering, Mathematics, Software and Physics, Chemistry, Psychology and sociology or other disciplines that contribute to systems safety and systems reliability.

1.4 Other Affiliations

Please complete this section with professional affiliations and membership of other institutes

PRACTICAL EXPERIENCE

Section 2 of the application form asks for practical experience. If your CV includes the information below you may write 'See attached CV'. Your CV needs to be signed off by your proposer/seconders.

1.1 Training

This section asks for details of training specifically in safety and reliability

1.2 Employment

This section asks for employment details. You should describe the nature of work undertaken in each career role, including the mention of the safety and reliability methods, tools and techniques involved. You will need to include dates/durations of each distinct career role. Where a role has included some safety and reliability activity, alongside other responsibilities/activities, then the proportion of time devoted to safety and reliability activity should be stated with a description of the safety and reliability activities.

1.3 Experience

Practical experience may have been obtained through involvement in design, production, operation or maintenance provided that it has included the application of Safety and/or Reliability technology.

PROPOSER AND SECONDER

A proposer and seconder are required for your application. The Proposer and Seconder of applications for MEMBER would ideally be members of the Society – but if you don't know any members of SaRS someone who is IEng or equivalent can propose or second your application. If your application is for FELLOW then the proposer and seconder must be CEng or equivalent, at least one should ideally be a SaRS Fellow.

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 and sign the form.** If a CV is supplied, they should initial the CV.

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 2

STEP 3. SEND YOUR APPLICATION TO US

You can email your completed application form to info@sars.org.uk along with your certificates. Or you can post your completed application to:

Safety and Reliability Society
Hollinwood Business Centre
Albert Street
Oldham
Manchester
OL8 3QL

CHECKLIST

- ✓ Complete your application in BLOCK LETTERS IN BLACK INK or IN A WORD DOCUMENT
- ✓ Sign the form where indicated and check that your Proposer and Secunder HAVE INITIALLED YOUR EXPERIENCE and have entered the number of years they have known you, and that they have signed the form
- ✓ Check that your Proposer and Secunder have the appropriate status for your grade of application – if you are in doubt please email the office info@sars.org.uk
- ✓ Enclose documentary evidence of qualifications – please send copies of certificates as the Society cannot be responsible for originals
- ✓ Please give a complete record of training and careers, including an explanation of any lengthy breaks. You may attach a CV for section 1 and 2.
- ✓ Do not enclose any fees at this stage. You will be invoiced if your application is successful.

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 invoiced and 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.

GUIDANCE FOR APPLICANTS FOR FELLOWSHIP

The concept of senior experience involves responsibility for the work of other professional staff. 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 safety and reliability

Panels, Working Groups, Subcommittees etc of the Engineering, Council IEC, MOD, SaRS, 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.

- Referred papers to National and International conferences sponsored by appropriate safety and reliability bodies (eg SaRS, IQA, CEng Bodies)
- Contributions to standards and guidance documents related to safety and reliability
- Journal and proceedings contributions in safety and reliability

Books

- Complete text books with significant safety and reliability content.
- 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.

Acknowledged originators of tools, techniques or software packages (in the safety and reliability 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.

This is the traditional criteria for FELLOW status in the engineering institutions. It involves management of actual safety and reliability work rather than general engineering. Senior lecturer positions, and above, will contribute to this category.

Please bear the above list in mind when preparing an application for Fellow and to remember that you can only be assessed on the material included in the application form

SARS APPLICATION PROCESS FAQ

I don't know anyone who is a SaRS member who can propose or second me. How can I apply for membership? *The society accepts that good candidates due to various reasons (geographic location, career pattern, etc) may not be able to identify proposers or seconders who are SaRS members. In these cases someone who is IEng or equivalent may propose or second you (CEng for FELLOW applications).*

I don't have an engineering degree. Can I still apply for membership?

To apply for SaRS membership you need a degree in a relevant subject. SaRS Welcomes applications from a wide range of backgrounds including Mathematics, Software and Physics, Chemistry, Psychology and sociology or other disciplines that contribute to systems safety, systems reliability and risk management.

I have a lot of experience in safety and reliability but I do not have a degree or equivalent. Can I apply for membership?

If you do not have a degree or equivalent, you can apply for membership through the Experience Route. Please contact the office for details.

I work in risk management. Can I apply for membership?

Yes. SaRS welcomes applications from risk management practitioners.

My job title does not have 'safety' or 'reliability' or 'risk' in it but it is part of my work. Can I apply for membership?

Yes. Your application form or CV needs to clearly show the nature of your safety, reliability or risk work.

I am not an engineer. Can I apply for membership?

SaRS welcomes application from a wide range of background, not just engineers including Mathematics, Software and Physics, Chemistry, Psychology and sociology or other disciplines that contribute to systems safety, systems reliability and risk management.

I would like to apply for Engineering Council Registration. Does SaRS have a direct route?

SaRS registers Chartered and Incorporated Engineers with the Engineering Council. You can find details on the SaRS website www.sars.org.uk

I am registered with the Engineering Council through another institute. Can I still apply for SaRS Membership?

Yes. You can apply for SaRS membership and it is also possible, if you wish, to transfer your registration.

Can I transfer my Engineering Council Registration to SaRS?

You may transfer your Engineering Council Registration to SaRS. Please contact the SaRS office to arrange this.

Does SaRS have a CPD system?

SaRS has an online CPD system called mycareerpath which may be accessed by all members. Members may record their CPD against UK-SPEC profiles and, if your company is an Affiliate Organisation with a SaRS Company Scheme, against any profiles they provide.

Does SaRS have a pathway to Engineering Council Registration?

SaRS provides a full route to Engineering Council Registration for Chartered Engineer and Incorporated Engineer.

I want to join SaRS with a view to Registering with the Engineering Council as a Chartered Engineer. I am working in safety and reliability but I do not have an engineering background. Will this still be possible?

This is possible providing you fulfil the SaRS membership criteria and the Engineering Council criteria for Chartered Engineer or Incorporated Engineer. We have Chartered Engineers from various backgrounds

I want to send a CV with my full qualifications and experience on it instead of duplicating them on the form. Can I do this?

You may send a CV with your full qualifications and experience. It must be signed off by your proposer and/or seconder