National Engineering Register – FAQs

How to apply for the NER

The application form and details about how to apply for registration on the NER are available at
www.engineersaustralia.org.au/ner

What areas of practice will be on the NER?

The **NER** will cater for nineteen (19) areas of practice aligned to demonstrate professional competence and experience.

Aerospace Engineering	Biomedical Engineering
Chemical Engineering	Civil Engineering
Electrical Engineering	Environmental Engineering
Information, Telecommunications and Electronics Engineering	Mechanical Engineering
Structural Engineering	

The following **NER** Areas of Practice are accessible ONLY to Chartered members of Engineers Australia and non-members of Engineers Australia who have successfully completed a Stage 2 competency assessment.

Amusement Rides and Devices In-Service Inspection	Building Services Engineering
Fire Safety Engineering	Heritage and Conservation Engineering
Leadership and Management	Naval Architecture
Oil & Gas Pipeline Engineering	Petroleum Engineering
Pressure Equipment Design Verification	Subdivisional Geotechnics

Additional Areas of Practice required by government and industry will be added to the **NER** over time as the need arises.

How do I add or remove an Area of Practice?

To **remove** an Area of Practice, contact the Member Services Team at
MemberServices@engineersaustralia.org.au or on+61 2 6270 6555 or **Toll Free:** 1300 653 113.

To **add a general Area of Practice** in which you are not Chartered go to
www.engineersaustralia.org.au/ner to obtain the application form and details about how to apply.

To **add a special Area of Practice** you need to be Chartered in a general Area of Practice or have successfully completed a Stage 2 competency assessment for a general Area of Practice.
Go to www.engineersaustralia.org.au/ner to obtain the application form and details about how to apply for a special Area of Practice.

What information about me will be on the NER?

The following details will be disclosed for all registrants registered on the **NER**:

a)   given name and surname
b)   post nominals of membership of Engineers Australia, if applicable;
c)   State/Territory in Australia or City, country and postcode (as applicable) for overseas registrants;
d)   suburb and postcode (Australia only);
e)   occupational category;
f)   area(s) of practice.

Registrants can choose to have additional information (including email address and phone numbers) from their Professional Address in myPortal also shown in their **NER** profile.

All registrants will receive an annual certificate of registration to display.

HOW DO I UPDATE MY CONTACT DETAILS?

Registrants can change their contact details by logging into myPortal from the home page of the Engineers Australia web site at www.engineersaustralia.org.au clicking on Contact Details and editing the applicable address.

Changes may take up to 30 minutes to take effect.

Registrants wishing to have more than the default contact details shown against their entry on the **NER** should log into myPortal, click on Contact Details and then click on the 'Add a Professional Address' button at the bottom of the screen and insert the details into each of the fields in Professional Address.

For assistance in changing your contact details contact the Member Services Team at MemberServices@engineersaustralia.org.au or on+61 2 6270 6555 or **Toll Free:** 1300 653 113.

What name will be shown on my NER certificate?

The name which will appear on the annual **NER** certificate issued to registrants will be the registrant's Given Name(s) and Surname as selected in the 'Preferred Name' profile in myPortal.

I want my Engineers Australia membership number shown on my NER certificate

The NER certificate is a demonstration of your commitment to the principles of professional practice. Your Engineers Australia ID will only be shown on your Engineers Australia membership certificate.

I want a hard copy of my NER certificate

If you want a hard copy of your NER certificate to display, you should print out a copy of your certificate which has been emailed to you.

Replacement certificates may be issued if you did not receive the email to which your certificate was attached or you add an additional general or special area of practice to your NER registration.

For a replacement certificate contact the Member Services Team at MemberServices@engineersaustralia.org.au or on+61 2 6270 6555 or **Toll Free:** 1300 653 113.

I am a chartered member of Engineers Australia and want to be registered on the NER?

If you are a Chartered member of Engineers Australia and not registered on the NER, go to this link www.engineersaustralia.org.au/ner/chartered, confirm you have the benefit of PI insurance and agree to the terms and conditions. It will take a couple of days for you to receive your certificate and for your name to appear on the NER.

I am a Chartered member with another organisation with which Engineers Australia has a Mutual Recognition Agreement (MRA) and want to be registered on the NER.

There are two pathways to registration on the NER if you are a Chartered member with another organisation under an MRA:

(i) Apply for and be admitted to Chartered membership of Engineers Australia. Chartered membership will give automatic access to the NER, subject to you having the benefit of professional indemnity (PI) insurance; or

(ii) Apply direct for the NER as a non member of Engineers Australia and pay the applicable fees. Refer to the NER Application Guidelines at www.engineersaustralia.org.au/ner.

How do I find out whether I am registered on the NER

To find out whether you are registered on the NER and the general and/or special area(s) of practice in which you are registered, go to the National Engineering Register at www.engineersaustralia.org.au/ner/search.

I want to find my name on the NER

Search for your name on the NER by:

- Your given name and/or surname or, your **preferred** name profile in myPortal;
- **NOTE**: The initial search will only search for registrants with an Australian address only.
- If you have an international address then tick the international box and search again.
- Region: Australia only or International;
- States: the Australian State/Territory in your 'Bill To' address in myPortal;
- The Post Code in your 'Bill To' address in myPortal;
- Your Engineers Australia ID;
- Your area(s) of practice, both general and/or special;
- Your occupational category.
- If you can't find your name using the above search parameters contact the Member Services Team at MemberServices@engineersaustralia.org.au or on+61 2 6270 6555 or **Toll Free:** 1300 653 113.

How do I cancel my registration on the NER?

Anyone can opt-out of the NER at any stage by sending written notification to the Members Services Team at MemberServices@engineersaustralia.org.au requesting de-registration. In addition, registration on the NER may be cancelled:

(i)   if a registrant is found guilty of misconduct or unprofessional conduct or a criminal offence; or
(ii)   if a registrant fails to pay the annual membership and/or registration fees; or
(iii)   if a registrant fails to meet the ongoing compliance requirements for registration on the NER, such as no longer has the benefit of PII cover and/or fails to meet the CPD requirements.

What is the PI insurance requirement for registration on the NER?

When applying for registration on the NER, applicants need to satisfy the requirement that they maintain PI insurance and that they will maintain PI Insurance that meets the NER requirements (i.e. have the benefit of PI Insurance) upon becoming registered and for the duration of their registration.

At the time of the annual Engineers Australia membership renewal, registrants will be required to confirm that they have maintained PI Insurance that meets the NER requirements. Registrants may be required to provide Engineers Australia with a Certificate of Currency (or if unavailable a Policy Schedule) in relation to their PI Insurance at renewal or when requested.

Having the benefit of PI Insurance means that:
- If you are a sole practitioner you have a current PI Insurance policy in your own name; or
- If you are employed by a corporation or partnership (including sole practitioners whose business is incorporated) you are covered by the corporation's or partnership's current PI Insurance policy; or
- If you are employed by a Commonwealth / State / Local Government agency or tertiary institution, you are covered under the indemnity arrangements that these entities have in place to cover their employees for the work they do in their normal occupation as a government/tertiary institution employee.

What are the specified limits for PI insurance?

Specified limits for PI Insurance have not been set for the NER as determining appropriate limits is not straight forward and is based on a number of factors. What is relevant is that registrants have PI Insurance that is 'adequate', having regard to the nature of the business carried on by the registrant, including (but not limited to):
- the volume of business in terms of turnover
- the number and kind of clients
- the kind or types of services provided
- the number of employees
- the degree of risk.

This is not an exhaustive list of factors that need to be taken into account in assessing what PI Insurance cover is adequate. It is the responsibility of each registrant to determine an adequate level of PI Insurance cover and to determine the required cover from a suitably qualified insurance broker.

Registrants should assess their own PI insurance requirements by considering their own business and risk circumstances and obtain PI Insurance that is appropriate for them, factoring in legal or defence costs. Further information is available on the NER PI insurance information sheet.

Will Engineers Australia provide me with professional indemnity insurance (PI insurance)?

Professional indemnity insurance needs to be arranged through an insurance broker. There are a number of specialist engineering insurance brokers in Australia who can provide advice on PI insurance.

The PI insurance cover generally needs to be issued by an insurer regulated by the Australian Prudential Regulations (APRA) or operating under an exemption within the Insurance Act 1973 or the Insurance Regulations 2002 (Cwlth).

Can I be registered on the NER if I work as a periodic contractor and/or am between jobs?

The requirement for registrants who, in all other respects meet the requirements for registration on the NER, but who do contract work, and who from time to time may be between jobs, will continue to satisfy the requirements for registration on the NER provided that they have the benefit of PI insurance at the time they provide engineering and /or engineering related services.

A registrant's registration may be cancelled if they fail to satisfy this requirement.

I want a stamp to use on my business stationery

An official NER stamp is available for registrants on the NER to order to promote their affiliation with Engineers Australia and/or the NER. Under the terms and conditions of its use, the stamp template cannot be altered, and further, is not able to be used to promote affiliation with other registers and/or associations over which EA has no authority or jurisdiction.

The cost of the stamp is $62.90+ GST each and $7.90+ GST for postage. There are terms and conditions applying to use of the stamp. To order a stamp click here and follows these steps:

Step 1: Read the Ts&Cs and tick that you agree to them

National Engineering Register
ENGINEERS AUSTRALIA

Step 2: Complete the stamp application order form which pops up and email it to the Member Services Team

The Member Services Team will verify your registration on the NER and send the order form direct to the Stamp Company. The Stamp Company will invoice you direct, produce the stamp and send it to the address on your order form.