

REQUIREMENTS FOR NON-EAST AFRICAN ENGINEERS APPLYING FOR TEMPORARY REGISTRATION

1. 2 COPIES OF A CAREER REPORT
2. 1 SCANNED PDF/SOFT COPY OF CAREER REPORT ON A FLASH DRIVE (With all Attachments)
3. **MINIMUM REQUIREMENT - BACHELORS DEGREE HOLDER**

ARRANGEMENT OF THE CAREER REPORT

- ✚ Download ERA 2 form from www.erb.go.ug under FAQs
- ✚ Fill it properly, major concern is no. 6 practical training and No.7- you state the engineers you trained under, the period of that training - signed and stamped
- ✚ On the Form, Sponsors should be in your Field of specialization i.e if you are Civil, get Civil registered engineers to sign and stamp for you. They should be fully paid up with ERB
- ✚ Attach proof of professional registration as an engineer in your home Country scanned in color
- ✚ Attach membership certificate from your home country
- ✚ Attach detailed career report (Pictorial preferably)
- ✚ Attach Certificate of Good Conduct from Interpol
- ✚ Attach Certified Academic certificates, Transcripts, (copies scanned in colored) and any other qualifications e.g Masters. PHD, certificates etc.
- ✚ Attach Letter of Recommendation from Employer - stating contract period, and duration of the project/employment and Recommendation letter from the Ugandan employment agency (client) confirming your role on the project.
- ✚ Attach Letters of employment/service contracts etc
- ✚ Attach Valid passport (bio-data page) and Entry Visa (scanned in color)
- ✚ Attach any other Continuous Professional Development (CPD) Certificates
- ✚ 2 Passport photographs (attached on the ERA Form)
- ✚ Attach Organogram / Organization Chart of your current employment
- ✚ Spiral bind and submit Career report in Duplicate (2 copies)
- ✚ *Pay application fees of Ugx. 400,000 by Bank or MTN Mobile Money*

NOTE: If any document is not in English, a TRANSLATION should be done from Makerere University School of Languages.

By Bank:

Account name: Engineers Registration Board
Account Number: 9030005842238
Bank Name: Stanbic Bank Uganda
Branch: Kyambogo

By MTN Mobile Money:

Dial *165# and follow prompts as follows

- 1) Payments
- 2) Goods and Services
- 3) Enter Merchant Code -**ERB**
- 4) Enter payment reference (include your Name, Details of Payment e.g. application fees)
- 5) Enter amount
- 6) Enter your PIN
- 7) Send