



To All:

Professional Engineer with Practising Certificate (PEPC) / Professional Engineer (PE) / Accredited Checker (AC) / Inspector of Works (IOW)

and

Sole Proprietorship / Partnership / Body Corporate / Multi-Disciplinary Practice

NOTICE OF RENEWAL OF REGISTRATION 2024

General:

With all due respect, kindly be informed that your individual and Engineering Consultancy Practice (ECP) registration for the year **2023** will expire on **31/12/2023**.

Since 2020, all renewals for registration and submission of CPD hours have been made **FULLY ONLINE** via MyBEM Online Registration System (<https://engineer.org.my>). A renewal registration certificate is issued digitally through the MyBEM System and can be downloaded at any time.

ECP:

For ECPs that have made changes to their directorship or shareholding structure but have not yet updated their records with BEM, please do so online as soon as possible.

Failure to update ECP registration records may cause difficulties when renewing ECP registration for the year 2024. For further assistance/concerns, please direct your inquiries to the secretariat at ecp@bem.org.my

Continuing Professional Development (CPD):

1. Submission of CPD Record 2023:

In accordance with BEM Circular 002 on Continuing Professional Development (CPD) Requirements, the CPD requirements for the three-year period (2021, 2022, and 2023) are as follows:

- PEPC: An annual average of 50 CPD Hours with a total minimum accumulated 150 CPD Hours over three (3) rolling consecutive years.
- PE: An annual average of 25 CPD Hours with a total minimum accumulated 75 CPD Hours over three (3) rolling consecutive years.
- IOW: A total of 30 CPD hours to be acquired over every triennial (3) years.

2. CPD Requirements for PEPC, PE, and IOW aged 65 and above

PEPC, PE, and IOW who are aged 65 and above are required to fulfil the following CPD requirements:

- PEPC: An annual average of 25 CPD Hours with a total minimum accumulated 75 CPD Hours over three (3) rolling consecutive years.
- PE: An annual average of 13 CPD Hours with a total minimum accumulated 39 CPD Hours over three (3) rolling consecutive years.
- IOW: A total of 15 CPD hours to be acquired over every triennial (3) years.

3. **CPD Requirement for Newly Registered PE, PEPC, and IOW**

For newly approved registration of PE, PEPC, and IOW, the CPD requirement is prorated based on month as follows:

January 2023 to June 2023:

Month	Prorated CPD Hours		
	PE	PEPC	IOW
January	23	46	10
February	21	42	9
March	19	38	8
April	17	33	7
May	15	29	6
June	13	25	5

July 2023 to December 2023:

No CPD Hours are required for the year 2023. Nevertheless, it is encouraged to record any CPD Hours for the year 2023.

PLEASE TAKE NOTE:

1) **Application for Renewal & Submission of CPD Records by fax and email will not be accepted.**

2) **Last Date for Renewal: 31st JANUARY 2024.**

It is your responsibility to renew your registration with BEM to continue practicing in Malaysia. Failing to do so, action under Section 16(b), of the Registration of Engineers Act 1967 will be taken against you.

“16. There shall be removed from the Register the name and other particulars of –
(b) any registered Person, other than a Graduate Engineer, Engineering Technologist, or Engineering consultancy practice who has failed to renew his or its registration within one month of the expiry of the registration”

Yours sincerely,

SGD

(Ir. Dr. MEGAT ZUHAIRY BIN MEGAT TAJUDDIN)

Registrar

BOARD OF ENGINEERS MALAYSIA