



**() APPLICATION / () RENEWAL FOR REGISTRATION (Pls tick one)
AS REGISTERED SITE INVESTIGATION SUPERVISOR**

INSTRUCTIONS 1. Indicate "NA" in any space not applicable 2. Application Fee: \$20 (non-refundable) and Registration Fee: S\$120 for two calendar years 3. To attach Professional Engineer Certified True Copy of academic qualification and complete mark sheets/official notarial transcripts (English) 4. Processing time under normal circumstances is two months 5. Print a copy of this form and scan it as one document together with all the required certifications and upload it in the online portal (https://www.geoss.sg/site-investigation-application) 6. Application form to be fully completed. Incomplete submission of documents will be rejected. 7. For renewal of certificate, the applicant has to submit proof of at least 10 PDU points in the last two years.	Passport Size Photo
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CONTACT DETAILS OF PERSON SUBMITTING FORM :

Name : _____ Job Title : _____
Tel : _____ Email : _____
Company Name : _____

A	APPLICANT'S Personal Particulars
	1. Full Name (in BLOCK LETTER, underline family name): *Dr/Mr/Mrs/Ms/Mdm PREFERRED NAME ON CERTIFICATE :
	2. Identification No: _____ Nationality: _____ *(Singapore NRIC/PR/FIN/Passport)
	3. Date of Birth (dd/mm/yyyy): _____ Country of Birth: _____ Written Language: _____ Spoken Language: _____
	4. Tel (Office/Home) : _____ Tel (Mobile) : _____ Email Address : _____
	5. Correspondence Address in Singapore :
B	Eligibility
	# Entry Qualification:
	1. <input type="checkbox"/> Degree University : _____ Date conferred : _____
	2. <input type="checkbox"/> Diploma Polytechnic/College : _____ Date conferred : _____
	3. <input type="checkbox"/> Other qualification: Institution: _____ Date conferred : _____
	4. <input type="checkbox"/> Site Investigation Site Supervisor course certificate conducted by BCA Academy or Land Transport Authority Date of certificate issued : _____

To attach Professional Engineer CERTIFIED TRUE COPY educational qualification and mark sheets / official notarial transcripts (original and in English). Where required, you may be requested to produce original copies for sighting.

C	<p>Current Employer</p> <p>1. Name of Current Employer :</p> <p>Company Address :</p> <p>Date Join :</p>
D	<p>Criminal Record</p> <p>Have you committed any criminal offence in Singapore?</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If Yes, please provide details below:</p>
E	<p>Applicant's Declaration</p> <p>I hereby declare that all the particulars and information provided by me in this application form are true and accurate.</p> <p>I also hereby declare that I have read and will abide by the Terms and Conditions for my registration and the rules and regulations imposed by the Registration Committee.</p> <p>PERSONAL DATA PROTECTION ACT</p> <p>I consent to the processing by the Geotechnical Society of Singapore and the Registration Committee of personal data, including sensitive personal defined in the Data Protection Act 2014, about me for the proper purposes of establishing, maintaining and utilising the Register of Registered Site Investigation Supervisors. I would like to be invited to all of GeoSS' events as well.</p> <p>PAYMENT</p> <p>You will be given instructions on payment when the application is approved.</p> <p>Name of Applicant: _____ Signature: _____ Date: _____</p>
F	<p>Professional Engineer Declaration (any one of the supervising Professional Engineers as in Appendix I)</p> <p>I have personally checked and verified the applicant's academic qualifications and the years of practical experience in supervision of site investigation works. I declare that he/she possesses the required qualifications and experience (see Appendix I), if applicable, as prescribed. I am fully aware that I shall be liable for an offence if I knowingly make or produce any information which is false.</p> <p>_____ Professional Engineer's Stamp and Signature</p> <p>_____ Date</p>

Appendix I: Details of Site Investigation Supervision Experience

Applicant Name: _____

Sheet: _____ of _____

Date (dd/mm/yyyy)	Details of Work Experience		Duration	Name & Address of Employer	Verification by Professional Engineer* (Stamp & Sign)
From: To:	Title of Project:				Contact no:
	Number of Borehole supervised:				
	Cost of SI Works:				
	Position held:				
	Responsibilities:				
From: To:	Title of Project:				Contact no:
	Number of Borehole supervised:				
	Cost of SI Works:				
	Position held:				
	Responsibilities:				
	Total (Years & Months)				

Use multiple sheets if necessary.

* To be verified by supervising Professional Engineer. It is an offence to make false declaration or attach any falsified certificate or document in this application.

Notes / Instructions

- (A) Application shall be accompanied with:
1. A duly completed prescribed application form by Geotechnical Society of Singapore.
 2. PE certified true copy of education qualification and mark sheets / official notarial transcripts (original and English translation, if applicable).
 3. PE certified true copy of the Certificate of Site Investigation Supervisor Course conducted by BCA Academy or Land Transport Authority.
- (B) Print a copy of this form and scan it as one document together with all the required certifications and upload it in the online portal (<https://www.geoss.sg/site-investigation-application>)
- (C) References may be requested by the Registration Committee of GeoSS from employer or professional engineers who have supervised the works of the applicant. In submitting the application form, the applicant authorises the Registration Committee to make any enquiry relating to his application.
- (D) Applicant may be requested to present the original copy of submitted documents for verification and/or produce further supporting documents by the Registration Committee and the applicant has to produce such documents within 7 working days, failing which the application will be rejected.
- (E) The applicant may be required to attend an interview.

TERMS AND CONDITIONS OF REGISTRATION

1. THE OBJECTIVES OF REGISTRATION OF SITE INVESTIGATION SUPERVISORS

- (a) To establish a list of Registered Site Investigation Supervisors for accreditation of site investigation companies.
- (b) To set an acceptable standard of competence for Site Investigation Supervisors working in the construction industry.

2. REGISTER OF REGISTERED SITE INVESTIGATION SUPERVISORS

The register of Registered Site Investigation Supervisors established and maintained by the Geotechnical Society of Singapore (GeoSS) is to serve the needs of the construction industry in having suitably qualified and competent site investigation supervisors. The Registered Site Investigation Supervisor on the register will satisfy one of stipulated requirements for accreditation of site Investigation Company by SPRING Singapore.

Generally, registration will be granted to applicant who satisfies the requirements of passing the prescribed examinations of Site Investigation Site Supervisor Course conducted by the BCA Academy/ LTA or any organisation/institution approved by GeoSS, having a minimum one year of relevant experience and having a minimum academic qualification of an engineering diploma or a degree in civil engineering/geology. Site supervisor, who does not have a diploma or degree, but with more than 5 years of relevant experience may be granted registration on a case-to-case basis.

3. REGISTRATION COMMITTEE

GeoSS will appoint a Registration Committee to oversee the registration process. The Registration Committee is not bound to accept any application notwithstanding that the applicant may have complied with minimum requirements stated in this document. The committee reserves the right in rejecting any application which it deems not suitable for registration without giving any reason for rejection.

4. APPLICATION FOR REGISTRATION

Application for registration shall be made with following documents:

- a. Fully completed application form*
- b. PE certified true copy of education qualification and mark sheets / official notarial transcripts (original and English translation, if applicable).*
- c. PE certified true copy of the Certificate of Site Investigation Supervisor Course conducted by BCA Academy or Land Transport Authority

* Notes: (a) For holder of a diploma in Civil Engineering/Geology, with at least one year of experience as site investigation site supervisor is required. (b) For applicant without diploma or degree, a minimum of 5 year's experience as site supervisor is required.

5. REFERENCES AND SUPPORTING DOCUMENTS

References may be requested by the Registration Committee of GeoSS from employer or professional engineers who have supervised the works of the applicant. In submitting the application form, the applicant authorises the Registration Committee to make any enquiry relating to his application.

Applicant may be requested to produce further supporting documents by the Registration Committee and the applicant has to produce such documents within 7 working days, failing which the application will be rejected.

The applicant may be required to attend an interview.

6. PAYMENT OF FEES

You will be provided with payment instructions when the application is approved. Application Fee: \$20 (non-refundable) and Registration Fee: S\$120 for two calendar years

7. CERTIFICATE OF REGISTRATION

Upon successful registration, a certificate of registration will be issued with a validity period of registration for two calendar years.

8. RENEWAL OF REGISTRATION

Renewal of registration can be made before expiry period of registration. If no renewal is made upon expiry of registration period, the registrant will be removed from the registry. Application for renewal of registration shall be made with the following documents:

- a. Renewal form
- b. Update on personal particulars and work experience
- c. *Proof of attendance of at least 10 hours of training or courses conducted by government agencies, approved institutions and professional organisations.*

9. SUSPENSION OR CANCELLATION OF REGISTRATION

Registration Committee may at its sole discretion suspend or cancel the registration without stating any reason if the registrant has committed any criminal offence, contravene any Building Control Act/Regulations or involved in any criminal activities or misconduct.

10. DISCLAIMER

The registration of any individual under this scheme shall not be taken as endorsement or acceptance of the individual's competency or performance. The Registration Committee and GeoSS expressly disclaim any liability arising out of or in connection with reliance or otherwise on the registration of any individual.