

International
Cost Engineering
Council



MEMBERSHIP INFORMATION KIT for PROSPECTIVE MEMBERS



A Global Confederation of
Cost Engineering, Quantity Surveying
& Project Management Associations

July 2010

Chair: Peter Cox
Secretary-General: Dr. Peter Smith
Administrative Secretary: Anna Pappalardo

ICEC Secretariat
PO Box 301, Deakin ACT 2600
Australia
Tel: +613 9654 5279
Fax: +613 9654 4498
Mobile: +61 401 145 611
Email: secretariat@icoste.org



International Cost Engineering Council

Table of Contents

| | |
|--|----|
| About ICEC | 3 |
| ICEC Objectives | 3 |
| Our International Framework | 4 |
| ICEC Professional Canon of Ethics | 4 |
| ICEC Officeholders 2008-10 | 5 |
| Benefits of ICEC Membership | 6 |
| ICEC Accredited Certification & CPD Programs | 7 |
| ICEC Logo Usage | 8 |
| ICEC Publications & Services | 9 |
| ICEC Member Associations | 11 |
| Membership Application Requirements | 12 |
| ICEC Application Form | 13 |
| ICEC Credit Card Payment | 16 |



International Cost Engineering Council

About ICEC

Founded in 1976, the International Cost Engineering Council (ICEC) is a not for profit organisation that promotes cooperation between national and multinational Cost Engineering, Quantity Surveying and Project Management organisations around the globe.

ICEC is an umbrella organisation that represents project cost management associations on a global scale. Its membership currently comprises well over 40 professional associations spread throughout the world. Whilst ICEC does not permit individual membership, ICEC collectively represents more than 120,000 project cost management professionals from over 100 different nations in the fields of Cost Engineering, Quantity Surveying and Project Management. These professionals are all members of ICEC member associations.

This provides a tremendous international network of project cost management professionals, firms and associations. ICEC provides a global identity for the profession.

ICEC Objectives

- To encourage, promote, and advance the sciences and arts of cost engineering, quantity surveying, and project management for the public good, worldwide;
- To coordinate and sponsor International Cost Engineering (CE), Quantity Surveying (QS) and Project Management (PM) Congresses (on a worldwide scale);
- To coordinate and sponsor International CE, QS and PM Symposia (on a continental scale);
- To encourage cost engineers, quantity surveyors and project managers in countries where no formal association or organisation exists to form a group with objectives compatible with those of ICEC and its members;
- To participate in international events related to the practice of cost engineering, quantity surveying and project management sponsored by governmental and private organisations, national or international, whether members of ICEC or not, provided that these events are in keeping with the objectives of ICEC;
- To further the study of CE, QS and PM problems of worldwide or multinational character; and
- To encourage the development of professional certification programs in cost engineering, quantity surveying and project management.



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Benefits of ICEC Membership

The benefits enjoyed by those who become part of the ICEC member community are:

1. Participation in a worldwide information network for exchange of cost engineering (CE), quantity surveying (QS), and project management (PM) information and experiences;
2. Encouragement of the conduct of regional and worldwide congresses, meetings, forums, and seminars;
3. Promotion of standards for certification and continuing professional development programs;
4. Accreditation of certification and continuing professional development programs of member societies and reciprocal recognition of such accredited programs;
5. Promotion of member society congresses, symposia, and other technical events worldwide through the publications of the ICEC member societies and the ICEC newsletter, "International Roundup";
6. Sharing of technical journals and other publications with the other ICEC member societies;
7. Right to reprint (with appropriate credit) articles appearing in the journals of other ICEC member societies;
8. Granting of host society member registration fees to members of any ICEC society while attending congresses, seminars, symposia, and other events sponsored by another member society;
9. Granting individual members of any ICEC society the rights and privileges of membership (excluding the right to vote or stand for elective office) while temporarily residing or working in the home country of another member society;
10. Promotion of co-operative research and technical activities among member societies;
11. Availability of a homepage on the Internet for promotion of society activities at no charge to the society requesting this service;
12. Development of international standards for terminology in CE, QS, and PM;
13. Increased delegate attendance at congresses, seminars, and symposia through participation by members of ICEC societies in other countries;
14. Increased sales of publications through publicity and book reviews published in journals of other member societies and ICEC Newsletters;
15. Worldwide networks for queries about technical matters by individual members of ICEC societies;
16. Development of beneficial relationships with other worldwide coordinating bodies such as the International Project Management Association (IPMA), the Pacific and African Associations of Quantity Surveyors (PAQS & AAQS), and the International Federation of Surveyors (FIG);
17. Fostering of beneficial relationships between professors and universities engaged in cost engineering, quantity surveying, and project management education; and
18. Joint development of position papers and reference documents of broad international interest.



International Cost Engineering Council

ICEC Accredited Certification & CPD Programs

ICEC Member Associations may seek ICEC accreditation of Cost Engineering, Quantity Surveying, and Project Management certification and continuing professional development programs (CPD). These programs must meet ICEC standards before being recognised.

Persons qualified under any of these accredited programs are entitled to use the International Cost Engineering Council name and logo and the post-nominals ICECA to designate their achievement.

In order to obtain ICEC accreditation for Project Management programs, the applicant organization must demonstrate that their programs fully meet the standards adopted by the International Project Management Association (IPMA).

For further details please refer to the ICEC website at:

<http://www.icoste.org/accred.htm>

ICEC Member associations desiring accreditation of certification and continuing professional development programs may apply on-line. Member association should address any questions to Peter Smith, ICEC Secretary-General.





International Cost Engineering Council

ICEC Logo Usage

The following are guidelines relating to the use of the ICEC logo that must be adhered to by membership organisations and their individual members:

1. Certificates

Member organisations may include the ICEC logo on certificates of ICEC approved CPD programs. For example, certificates issued by the Australian Institute of Quantity Surveyors include the words:

"The Australian Institute of Quantity Surveyors Continuing Professional Development program is accredited by the International Cost Engineering Council."

This is followed by the ICEC logo. Similar wording may be used on certificates issued by any accredited program. Importantly, the ICEC name and logo must be smaller in size than the name and logo of the member organisation. It is a requirement that approval by ICEC Executives is sought for any certificates bearing the ICEC name and/or logo before it is used. Submissions with a copy of the proposed certificate can be made by the member organization to ICEC for review and approval by emailing the ICEC Secretariat.

2. Letterhead and business cards

Recipients of ICEC Accredited certificates may include the ICEC logo and name on their business cards and organisational letterheads provided the sponsoring member body has submitted the proposed wording to ICEC for approval. Importantly, it is necessary for certificates to clearly show that:

- a) they are issued by the member organisation and not by ICEC;
- b) they are granted to the member organization and not to the individual; and
- c) they are awarded to individuals and not his/her business entity.

3. Post Nominals

ICEC permits the use of post nominals denoting ICEC accreditation for its individual members. The important consideration in the use of the initials is that the ICECA (International Cost Engineering Council Accredited) follows the initials related to the membership and certification granted by the member organisation. The ICECA initials may not be used separately and may not appear at any other location in a list of credentials. The following examples provide an idea of what is considered appropriate use of ICEC initials.

"MAICE CCE ICECA" means the individual is a member and holds a current Certified Cost Engineer certificate issued by AICE and accredited by ICEC.

"FAIQS ICECA" means the person is a fellow of ICEC and holds a current CPD certificate issued by the Australian Institute of Quantity Surveyors, which is ICEC accredited.



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ICEC Publications & Services

International Roundup Newsletter

ICEC publishes a bi-annual e-newsletter called the *International Roundup Newsletter* – available on the *website* – which provides news and relevant information about ICEC activities and initiatives.

ICEC E-Bulletins

ICEC E-Bulletins are distributed to each member association on a regular basis with news and other information. Contributions in the form of information briefs or notices are gratefully received.

ICEC Announcements

ICEC Announcements are released to mark key events. These are circulated to ICEC members and our extensive list of industry and professional contacts.

International Cost Management Journal (ICMJ)

ICEC's new on-line journal is called the *ICEC Cost Management Journal (ICMJ)*. The ICMJ includes previously published refereed and other substantive articles by members of ICEC member associations. Papers are selected by ICEC delegates and office-holders across the world. They represent leading articles in the field.

Magazines and Journals

Individual ICEC member associations publish magazines and journals in their various languages and exchange their magazines and other publications with all ICEC member groups.

International Standards & Best Practice

ICEC has compiled an '*Inventory of Best Practice and Standards*', which is a listing of best practices and standards that have been developed in a variety of countries for project cost management. This includes documents developed by ICEC member associations plus independent standards prepared by other organisations such as the International Organization for Standardization (ISO), the International Project Management Organization (IPMA) and the Commission Electrotechnique Internationale (IEC).

Worldwide Educational & Competency Standards

ICEC also provides a range of professional competency standards developed by member associations to assist other associations in the development and accreditation of their own education and certification programs. The purpose is to share information about the various standards for mutual benefit.



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Research Projects

ICEC member associations and their members are encouraged to propose research projects. Projects of sufficient merit will be then supported by the ICEC International Network.

Sharing Information

ICEC places a great deal of emphasis on sharing information and knowledge amongst member associations. A key component of the ICEC Constitution is a requirement that all member associations share and exchange their magazines and other publications with all ICEC member societies.

Books and Software Reviews

Regular reviews of books and software relating to project cost management are provided on the ICEC website. This also provides a good information source for key cost management literature.

International Project Cost Management Information,

ICEC provides a comprehensive list of links to sources of international cost data, information and software. One of the most common requests that ICEC receives is for information on international project costs. ICEC is currently developing an extensive list of links to published sources of cost information around the world. Once compiled, it is expected that this list will be the most comprehensive of its type in the world. Plans are in place to also provide extracts from some of the major international cost data publications to facilitate indicative international cost comparisons.

Congresses, Seminars and Forums

World Congress

ICEC holds its main centre-piece World Congress and Council meeting every two years. This year (2010) we congregate in Singapore. Member Associations from around the globe come together to network, share information/ideas and to develop strategic plans for the ICEC organisation. The next World Congress and Council meeting will be held in Durban, South Africa (2012).

Regional Meetings

ICEC regional meetings and congresses are more regular usually being held on at least an annual basis. The annual PAQS Congresses have provided the vehicle for Region 4 meetings and AACE International's annual meetings usually include Region 1 meetings. Other ICEC region meetings are usually held in conjunction with key regional events.



International Cost Engineering Council

Membership Application Requirements

ICEC membership is granted to national and multi-national organisations or associations once they have achieved the affirmative vote of two-thirds of the ICEC Membership base. When applying for membership, organisations or associations must provide the following to the ICEC Secretary:

- a. A description of the entity's objectives;
- b. A copy of the Constitution or other governing document (with an English language translation thereof if English is not the primary language of the original document);
- c. A description of the entity's requirements of individual or corporate membership in its association or organization, including a copy of a membership application form (with an English language translation thereof if English is not the primary language of the original application form);
- d. A tabulation of the number of the entity's individual and corporate members;
- e. A description of the types of organizations for whom the entity's individual members work;
- f. Payment of the ICEC annual subscription fee for the year in which membership application is made;
- g. A copy of the entity's most recent annual financial status report; and
- h. A copy of any journal or other document published by or in the association's name.

Membership Subscription Fees :

1. Effective 1 January 2009, ICEC fees are payable in Australian (AU) dollars (in lieu of US dollars). This change was necessary because of rapid fluctuation in exchange rates in recent years and because the ICEC Secretariat is now located in Australia. Fees however may continue to be paid in US \$ at whatever the actual exchange rate is at the time payment is made.
2. The annual ICEC Member subscription fee is AU \$0.65 per individual member plus AU \$16.00 per industry or corporate member of the association requesting ICEC membership. A minimum payment of AU \$425.00 is required. The maximum fee payable by large associations is AU \$10,700.
3. The grade of Associate Member was created for organisations having fewer than 100 individual members. The Associate Member subscription fee is AU \$2.00 per individual member with a minimum required payment of AU \$100.00. For the purpose of determining subscription fees and for determining if an applicant for Associate Membership has less than 100 individual members, each industrial firm or organisation which is a member of the applicant association shall be considered as the equivalent of 10 individual members.



International Cost Engineering Council

ICEC Application Form

| | | |
|---|------------------|-----------------|
| Please forward the completed form with attachments to the: ICEC Secretariat Email: secretariat@icoste.org | | |
| Association Information | | |
| Association Name: | | |
| Phone: | Fax: | |
| Address: | | |
| Town: | Postcode: | Country: |
| Web: | Email: | |
| Primary contact | | |
| Name: | | |
| Position: | | |
| Address: | | |
| Town: | Postcode: | Country: |
| Phone: | Email: | |
| Other contact information: | | |
| Alternate contact person | | |
| Name: | | |
| Position: | | |
| Address: | | |
| Town: | Postcode: | Country: |
| Phone: | Email: | |
| Other contact information: | | |



International Cost Engineering Council

| Checklist of required attachments | |
|--|--|
| 1. A description of the Association's objectives | |
| 2. A copy of the Association's Constitution or other governing document (with an English translation thereof if English is not the primary language of the original document). | |
| 3. A description of the Association's requirements of individual or corporate membership, including a copy of their membership application form (with an English translation thereof if English is not the primary language of the original application form). | |
| 4. A tabulation of the number of their individual and corporate members. | |
| 5. A description of the types of organisations for whom their individual and corporate members work. | |
| 5. Payment of the ICEC annual subscription fee for the year that the membership application is made. Please see overleaf for information about payment options. An invoice can be provided on request. | |
| 6. A copy of the Association's most recent annual financial status report. | |
| 7. A copy of any journal or other document published by the Association or in their name. | |

Signature of Executive Officer:

Position:

Date:



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ICEC Credit Card Payment 2010

Fax this page and your
Annual Return/Invoice
to the ICEC Secretariat
(+613 9654 4498).

This will appear on your
statement as a payment to
the Australian Institute of
Quantity Surveyors.

MASTERCARD [] VISA CARD []
AMERICAN EXPRESS [] DINERS CLUB []

Name of organisation making payment: _____

Contact name and email: _____

Amount: \$AUD _____ Expiry date: _____

Name on card: _____

Signature _____

Address: _____

State: _____ Post / Zip code _____

Country _____

If you have any questions or for further information please contact:

Anna Pappalardo
International Cost Engineering Council Secretariat
PO Box 301 Deakin West ACT 2600
AUSTRALIA
Email: secretariat@icoste.org
Phone: 61 3 9654 5279
Fax: 61 3 9654 4498
<http://www.icoste.org>