

Ref: _____ الإشارة : <DOCNUM>



Date: _____ التاريخ : <DOCNUM>
_____ للوافق :

وزارة الكهرباء والماء والطاقة المتجددة
Ministry of Electricity & Water & Renewable Energy
دولة الكويت | State of Kuwait

Application for Accreditation of an Air Conditioning Engineer at the Ministry of Electricity and Water and Renewable Energy

(Engineering Offices and Consulting Firms)

Name:

Academic Qualification:

Date of Birth:

Nationality:

Office / Consulting Firm Name:

Office / Consulting Firm Address:

Office / Consulting Firm Phone:

Office / Consulting Firm Email:

Engineer Phone Number:

Engineer Email:

Previous Experience:

Inside the State of Kuwait:

Outside the State of Kuwait:

Note: Mention the country name, the place of work, and the certificate of experience.

WWW.MEW.GOV.KW



وزارة الكهرباء والماء والطاقة المتجددة
Ministry of Electricity & Water & Renewable Energy
State of Kuwait | دولة الكويت

First: Conditions for Accreditation

1. The applicant must hold a bachelor's degree in mechanical engineering (Power).
2. The engineer's age must not exceed 58 years at the time of application, except for Kuwaiti nationals.
3. The applicant must be a member of the Kuwait Society of Engineers.
4. The applicant must have legal residency in Kuwait through an engineering office or consulting firm.
5. The applicant must have at least 5 years of experience in designing and implementing air-conditioning systems and energy conservation in buildings, including at least 3 years inside Kuwait.
6. The engineer must be fully dedicated to working in the engineering office or consulting firm.
7. A recent certificate from the Public Institution for Social Security must be submitted (for Kuwaiti engineers only).
8. The applicant must pass the written examination and the personal interview.
9. The license validity is two years only.
10. The Ministry has the right to revoke the license if any requirement is violated.

Second: Required Documents

1. A letter 'To Whom It May Concern' from the engineering office or consulting firm requesting accreditation of the engineer.
2. Copy of the Kuwait Society of Engineers membership card.
3. Copy of university degree certified by the Ministry of Higher Education.
4. Letter from the Public Institution for Social Security confirming the engineer is not employed (Kuwaitis only).
5. Letter from the Public Institution for Social Security confirming the engineer is dedicated to the engineering office or consulting firm (Kuwaitis only).
6. Certificates of previous experience inside and outside Kuwait.
7. Copy of a valid Civil ID.

Ref: _____ الإشارة : <DOCNUM>



Date: _____ التاريخ : <DOCNUM>
_____ للوافق :

وزارة الكهرباء والماء والطاقة المتجددة
Ministry of Electricity & Water & Renewable Energy
State of Kuwait | دولة الكويت

8. Copy of passport (data page and residency page).
9. Two recent personal photos (blue background).
10. Copy of the Kuwait Municipality license for the engineering office or consulting firm.
11. Approval from the Ministry of Social Affairs and Labor for authorized signatories in the engineering office or consulting firm.
12. Civil number of the engineering office or consulting firm.
13. A professional practice license issued by the Professional Practice Committee of the Kuwait Municipality.
14. Registration certificate with the Union of Kuwaiti Engineering Offices and Consulting Firms.

Third: Important Notes

1. The engineer is entitled to submit 4 attempts to pass the written exam as follows:
 - a. If he fails the written exam the first time, he is entitled to submit two more attempts after 6 months from the previous attempt.
 - b. The engineer is also entitled to submit the fourth and final attempt one year from the date of the third attempt.
 - c. If he passes the written exam but does not pass the personal interview, he may submit the written exam again, and the second attempt will be counted.
2. All applicants who meet the accreditation requirements must complete this form in full and attach all the required documents.

Engineer Signature: _____

Signature and Stamp of Engineering Office / Consulting Firm Owner: _____