



# INSTITUTION OF ENGINEERS RWANDA

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<http://www.engineersrwanda.rw>

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## Engineering Consulting Firms Registration Requirements

**Below are the mandatory registration requirements needed to have a Consulting Firm registered with the Institution of Engineers Rwanda. The applications should be sent to <https://member.engineersrwanda.rw/>**

1. RDB Registration Certificate
2. Managing/Technical Director's Practicing License
3. Company Profile that includes a full Office Address
4. RSSB Certificate
5. RRA Tax Clearance Certificate
6. Application fees of **Rwf 20,000 Rwf**; Payable on **Account no: 2110035556** in the names of **Institute of Engineers Rwanda** open in **GT Bank (Rwanda) Plc** (the Bank slip should be attached) or through **Mobile Money Code: 003884** under the names of Institution of Engineers Rwanda.
7. Resume/CV of the Managing/Technical Director

### **Note:**

After being admitted as a Consulting Firm with the Institution of Engineers Rwanda, the Firm is required to pay an annual membership fee amounting to **Rwf 200,000 if it is registered as a Local Company** and **USD 500 if it is registered as a Foreign Company**.

Payable through **Account no: 2110035556** under the names of **Institute of Engineers Rwanda** open in **GT Bank (Rwanda) Plc** or through **Mobile Money Code: 003884** under the names of Institution of Engineers Rwanda.

**Registration Records & Certification Office**  
**Institution of Engineers Rwanda**