



Leading the risk profession

Application for the Award of Fellowship

Applications from 1 July 2011 to 30 June 2012

For office use only

Date received:

Ackn. date:

MRM:

Membership number:

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1 Section 1 – Personal details

Title: Mr Mrs Ms Miss Dr Prof Other

Family name:	Mobile:
First names:	Telephone:
Date of birth: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Membership Number:
Email:	

2 Section 2 – Listing your CPD points

Please complete the section below using the points table in the guidance notes as a reference (see pages 7 - 8).

Activity	Relevant to this application?		Number of points
1. Post MIRM membership	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
2. Additional relevant qualifications, post MIRM (maximum of 2 qualifications)	YES <input type="checkbox"/>	NO <input type="checkbox"/>	

List the qualification(s) and subjects studied, awarding body and dated awarded. You must submit copies of your certificates with your application.

Subject and qualification	University/College/Institution	Grade/subjects passed and level	Date awarded

3. Publications

a) Published article in IRM's magazine	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
b) Published article in risk related journal	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
c) Authored a risk management or associated text book	YES <input type="checkbox"/>	NO <input type="checkbox"/>	

Please list the article/s and or book/s below and attach photocopies of the article or book cover in each case.

4. Contribution to IRM Development

a) Lead examiner	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
b) Assistant examiner	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
c) Provider of IRM training	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
d) Working group, project team or committee chair	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
e) Special Interest Group Chair/Secretary/Committee member Must attend a minimum of 2 meetings per year	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
f) Regional Group Chair/Secretary/Committee member Must attend a minimum of 2 meetings per year	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
g) Run a workshop at the IRM Risk Forum	YES <input type="checkbox"/>	NO <input type="checkbox"/>	

List the capacity in which you served, including the subjects and dates.

5. Attendance at IRM events/committees

a) Global Risk Management Professional Forum	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
b) Attendance at a Risk Federation event	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
c) Attendance at an IRM training course	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
d) Member of a working group, project team or committee	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
e) Special Interest Group member	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
f) Regional Group member	YES <input type="checkbox"/>	NO <input type="checkbox"/>	

List dates of the events attended
 Where applicable, please state the amount of time covered by the event (eg 2 days, 1 day, ½ day, or less than 3 hours). (See item 5 under section C of CPD points table for details.)

6. Contribution to external risk management publications and conferences

a) Paper presented at a risk related seminar or conference	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
b) Attendance at a risk related conference or event	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
c) Provider of risk management training	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
d) Attendance at a risk management training course	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
e) Represent the risk profession on risk management committees and working groups	YES <input type="checkbox"/>	NO <input type="checkbox"/>	

List the articles and/or paper and attach copies to this form. Attach evidence of attendance.
 For items to be listed under 6b and 6d. please state the duration of the event (eg 2 days, 1 day, ½ day or less than 3 hours).
 (See item 6 under section C of CPD points table for details)

7. Achievements at work

a) Development of a risk training programme in a company	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
b) Published risk management project work	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
c) In-house presentation on risk management	YES <input type="checkbox"/>	NO <input type="checkbox"/>	

List under each subject and provide documentary evidence for each.

8. Points for submission not listed above

Using the above criteria find the one which most closely resembles the activity you wish to include and work out the number of points accordingly. Please list in the boxes below stating which of the 1-7 headings apply in each case. (Further details may be provided on a sheet of paper and attached to this form.)

Brief description of the activity	Heading number and description of criteria as listed above	Estimated number of points for each

3 Section 3 – Payment

FEES BREAKDOWN
 Applicants must be full Members (MIRM) of the IRM. Please ensure your membership subscription is up-to-date before you apply for Fellowship.

Fellowship election fee	£110
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Please select (a), (b), (c) or (d)

(a) Bank transfer

Bank transfer - Please ensure that your name is quoted as a reference

IRM Bank transfer details

Bank name: Lloyds TSB

Sort code: 30-93-23

Account number: 00748112

Account holder's name: Institute of Risk Management

Branch: Fenchurch Street Branch

IBAN no: GB46LOYD30932300748112

Swift code: LOYDGB21009

(b) Cheque

Cheque attached

Cheque to follow

(c) Credit card

Payment by credit card

Please debit my Visa/Mastercard* for:

Name of cardholder:

£

Card number:

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Valid from:

Expires:

*Delete card which does not apply

Please note that we will need to contact you by telephone to obtain your three digit security number. Please provide a contact telephone number.

(d) Invoice

Please tick (/) if you require an invoice to be sent to your employer. A copy will also be sent to you for your records.

Purchase Order Number

I hereby apply for Fellowship of the Institute of Risk Management. I certify that the information given in this application is true and complete to the best of my knowledge and belief.

Signed _____

Date _____

SUBMISSION

When you have completed your application form please send it to:

Member and Student Services
The Institute of Risk Management
6 Lloyd's Avenue
London
EC3N 3AX

OR email it to: membership@theirm.org

www.theirm.org

APPLICATION GUIDANCE NOTES

APPLICATION GUIDANCE NOTES

We have prepared these guidance notes to help you with your application for Fellowship. Please read them before completing your application form as any errors may delay your application.

AWARD OF FELLOWSHIP

Fellowship is the Institute's most senior grade of membership, and demonstrates a firm commitment to the highest standards of personal development and professional status. It also provides the entitlement to stand for election to the Institute's Board of Directors, where you can make a real difference to your Institute and profession.

WHO IS ELIGIBLE?

Fellowship is open to all full members of the Institute who hold the MIRM designation. It is achieved by demonstrating the achievement of 250 Continuing Professional Development (CPD) points and having at least five years risk management experience, two of which must have been achieved while a Member of the Institute.

LISTING YOUR CPD POINTS

The CPD scheme is based on a simple points formula. You must collect 250 points across not less than three of the following areas:

- General risk management experience
- Additional post MIRM qualifications
- Published articles
- Contribution to IRM
- Attendance at IRM events/conferences
- Contribution to external conferences and events
- Achievements at work

Activities undertaken in years prior to your election as a full Member also count towards your Fellowship. You must submit documentary evidence to support the CPD points you have collected.

FEES

The election fee is payable upon submission of your application. If your application is successful the fellowship subscription will become payable at the next renewal date. If your application is unsuccessful you will be entitled to a refund of the election fee paid less an administration charge of £30.

IRM CPD POINTS TABLE

The table contains details on criteria for CPD points and how these are awarded towards Fellowship.						
Activity/ Event	2 or more days	1 day	1/2 day (min of 3 hours)	Per event (less than 3 hours)	Maximum number of CPD Points per year or activity	Maximum number of points awarded towards Fellowship
1. Post MIRM membership experience Please attach a copy of your CV to the Fellowship application form					20 per year	100 (5 years)
2. Additional relevant qualifications, post MIRM					40 per qual.	80
3. Publications						
a) Published article in IRM's magazine					20 per article	100
b) Published article in risk related journal					10 per article	50
c) Authored a risk management or associated text book					130 per book	130

4. Contribution to IRM Development						
a) Lead examiner					80 per year	160
b) Assistant examiner					55 per year	110
c) Provider of IRM Training					50 per year	100
d) Working group, project team or committee chair/member					70 per year	140
e) Special Interest Group Chair/Secretary/Cttee member	Must attend a minimum of 2 meetings per year				60 per year	120
f) Regional Group Chair/Secretary/Cttee member	Must attend a minimum of 2 meetings per year				60 per year	120
g) Run workshop at IRM events					30 per year	90
5. Attendance at IRM events / Committees						
a) Global Risk Management Professional Forum	30	10	n/a	n/a	30 per year	120
b) Attendance at an IRM training course	20	10	5	3	30 per year	120
c) Member of a working group, project team or committee					40 per year	60
d) Attendance at a Special Interest Group event		10	5	3	20 per year	60
e) Attendance at a Regional Group event		10	5	3	20 per year	60
6. Contribution to external risk management conferences and events						
a) Paper presented at a risk related seminar or conference					30 per paper	90
b) Attendance at a risk related conference or event (eg seminar, presentation, lecture)	20	10	5	3	20 per year	100
c) Provider of risk management training					40 per year	120
d) Attendance at a risk management training course	20	10	5	3	20 per year	100
e) Represent the IRM on risk management committees and working groups	20 per committee or group				40 per year	120
7. Achievements at work						
a) Development of a risk training programme in a company					30 per programme	90
b) Published risk management project work					25 per project	75
c) In-house presentation on risk management					10 per presentation	40
<p>IMPORTANT INFORMATION: The CPD table is just a guide and the list is not exhaustive. If you have undertaken risk management related activities which you think may entitle you to CPD points towards your personal development or Fellowship application, but are not listed, please include this information on your application form, together with supporting evidence.</p> <p>Applying for Fellowship: A minimum of 250 points plus two years as a Member must be achieved prior to applying for Fellowship</p>						