

## **Guidance for Factories Selecting Engineering Consultants to carry out Engineering Remediation.**

**Purpose:** This guidance has been issued to factories by the Accord to provide generic criteria to support and assist factory owners and managers in the selection of engineering consultants. The Accord cannot recommend any consultants, and factories should be very cautious of any consultant that makes claims that they have “Accord approval”.

This document provides guidance for the selection and onboarding of engineering consultants to support engineering and construction initiatives, including the development, planning, implementation and completion of the corrective action plan (CAP). The intent is to ensure that all engaged consultants possess the requisite qualifications, technical expertise, and professional integrity necessary to deliver safe, code-compliant, and high-quality engineering design and advisory services in alignment with the company’s operational objectives and project-specific requirements.

All consultants must be listed by the factory and their details passed on to the Accord. The Accord will not provide any selection, vetting or acceptance services for an engineering consultant. A factory develops a contract with a consultant and must themselves select suitable people for this role. This guidance assists a factory in that process.

### **Recommended Minimum Qualification Criteria**

It is suggested that engineering consultants must satisfy the following minimum requirements:

- ***Licensing and Certifications***

The consultant’s registered company must hold a valid license or registration with the Pakistan Engineering Council (PEC). There must be a registered office address, email address, and contact information. Where applicable, additional memberships or accreditations with international bodies such as IEEE or NFPA are an advantage. Furthermore, consultants should possess all relevant local authority approvals or endorsements as required by the jurisdiction in which the project is being executed. The consultant company should provide you with evidence of this, along with CVs of all engineers that will work on the project. It is advised that you verify this with the relevant local authority (Sindh Building Control Authority or Punjab Buildings Department). Any claims of “Accord approved consultant” should be disregarded as false and raise concerns about the integrity of the consultant firm, or any individual consultant making such a claim.

- ***Educational Background***

The consultant’s nominated lead engineer and all other engineers must be a direct employee of the consulting firm and must hold a bachelor’s degree in an appropriate engineering subject, relevant to the work to be undertaken, that has been issued by a recognized institution. In Pakistan, the Higher Education Commission (HEC) plays a key role in recognising universities and other degree awarding institutions. If the degree is an international degree, you should refer to the appropriate body in the country of origin of that degree.

- As well as being an employee of the consultancy firm, each engineer should possess a valid PEC professional engineering license (Registered Engineer or Professional Engineer, as per project requirements).

- ***Professional Experience***

It is recommended that around five (5) years of professional experience in an appropriate engineering field. In regard to design work 10 years' experience is recommended. The consultant should ideally be able to demonstrate a proven track record of delivering similar services for at least three (3) similar projects within the past five (5) years. It is suggested that preference is given to experience in projects of comparable scale and complexity. Do not just look at documents ask for references. You should speak to previous clients of the firm and individual engineers. Seeking the views of those clients, for example, ask them - was the project well managed, did the service provided by the consultants meet or exceed expectations, was the project a success...?

### **Recommended Terms and Conditions for Factories to Consider in Contract with Consultants:**

The following terms and conditions to be taken into consideration for the project/contract award:

1. The project should ideally be limited to 3 revisions of any design drawings or other submissions but should not exceed five (5) revisions in any project. Payments should only be made when design drawing etc. that are approved.
2. The lead engineer and team of engineers working on specific project should be declared by the consultancy firm. It is recommended that any change in this team should be made in consultation with the Factory.
3. There may be valid reasons to sub-contract certain areas of work. It is recommended that when this is required the consultancy firm should set out the scope of work to be sub-contracted; along what areas of work the consultancy firm engineers will cover. This will provide clarity to the factory about who is doing what work.
4. Ideally the consultancy firm/designer/engineer should remain involved in the project until completion of the initial CAP and any further work beyond that point.
5. All testing and commissioning, along with any samples being extracted from a factory for laboratory testing must be carried out in the presence of Pakistan Accord engineers. If this requirement is not followed, then it is likely that the factory would be liable for any additional cost to repeat the relevant test. The factory will need to make this condition clear to the consultant and not pay the consultant for any tests that are required to be observed but are not witnessed by Pakistan Accord.