



The Institute of Healthcare Engineering and Estate Management

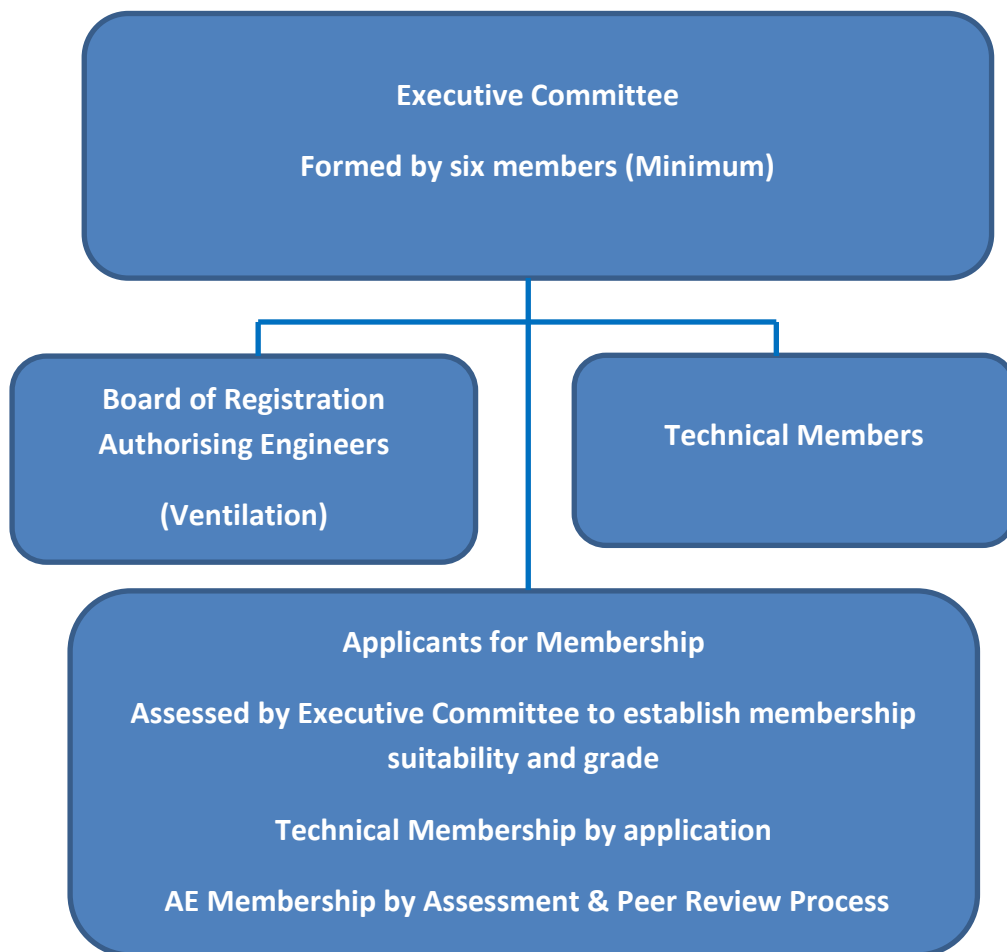
IHEEM VTP Structure

Membership is available to any IHEEM member having an interest in Specialist Ventilation in Healthcare. There are three classes of membership;

- Executive Committee Members,
- Registered Authorising Engineers (Ventilation) and
- Technical Members.

Executive Committee Members has been drawn from both the Registered Authorising Engineers (Ventilation) members and the Technical membership to provide a co-ordination function for all;

- peer reviews,
- technical enquiries,
- production of supplementary guidance and
- liaison with other IHEEM functions, committees, and Technical Platforms.



The technical platform has established a formal structure which includes the following specialties;

Address: 2 Abingdon House, Cumberland Business Centre, Northumberland Road, Portsmouth, PO5 1DS

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Committee Structure

The Executive Committee

The Executive Committee including Office Bearers shall consist of six (Minimum) members. Executive Committee members shall serve for a maximum of 3 years. At the discretion of the Executive Committee not more than 4 extra members may be co-opted onto the Executive committee in an advisory capacity only, for a maximum term of one year.

Office Bearers:

- Chair
- Deputy Chair
- AE Registration Co-ordinator
- Technical Guidance Co-ordinator

Office Bearers shall be elected from and by the Executive Committee for a period of three years and may be re-elected.

Duties

- The Executive Committee shall have control of the property and affairs of the VTP and shall agree its priorities and procedures.
- The Executive Committee shall declare the holding of office in other professional associations or bodies which could potentially be considered as a conflict of interest.

Meetings

The Executive Committee shall hold not less than two regular meetings during the year at times and places to be fixed by the Chair. Special meetings may be called by the Chair or by any three members of the Executive Committee shall constitute a quorum.

Board of Registration (BoR) of Authorising Engineers (Ventilation)

The BoR will be established to provide a transparent, peer reviewed, and robust process for those working as Authorising Engineers (Ventilation) (AE(V)) or wish to become AE(V) are able to use the peer review process and the IHEEM trademarked Authorising Engineer insignia to provide independent assurance to clients of their ability to fulfil the role of AE(V). In addition it is hoped that the register will provide those looking for an AE(V) will be able to select potential providers from an independently assured register managed by IHEEM to ensure that quality standards and a code of conduct are followed to provide a quality AE(V) service.

Authorising Engineers (Ventilation), having been assessed and peer reviewed in accordance with the agreed IHEEM AE(V) registration process. All AE(V) members will be required to participate in the peer review process for other existing and potential AE(V)'s and agree to support potential AE(V)'s with possible mentoring / CPD activities.

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Technical Members, which are sub-divided into specialist interest areas;

Design & Development; incorporating

- innovation, & emerging technologies
- Ventilation Strategies
- Plant & Components
- Energy and Net Carbon Technologies
- Theatres & specialist areas & controls
- LEV systems

Installation, Commissioning, Validation, & Verification; incorporating

- Ductwork fabrication and installation
- Fire & Smoke Dampers & Control
- Ventilation commissioning & interactions with other building services
- Commissioning, Validation, & Verification

Maintenance & Operation; incorporating

- Planned Preventative maintenance
- Reactive maintenance repairs
- Emergency planning and Business continuity
- Risk Assessment & Enhanced maintenance practices
- Assurance reporting & planning

It is intended that those accepted as Technical Members will be practicing Authorised Persons (Ventilation) or others with specialist interest and knowledge of healthcare ventilation systems and the associated specialisms who wish to maintain professional development, participate or contribute to the development and improvement of existing standards, aim to become AE(V)'s or simply to support the professional network of those in the field.

Technical members will be expected to support / develop and participate in reviews of any potential supplementary guidance documents which the VTP may develop.