



# The Institute of Healthcare Engineering and Estate Management

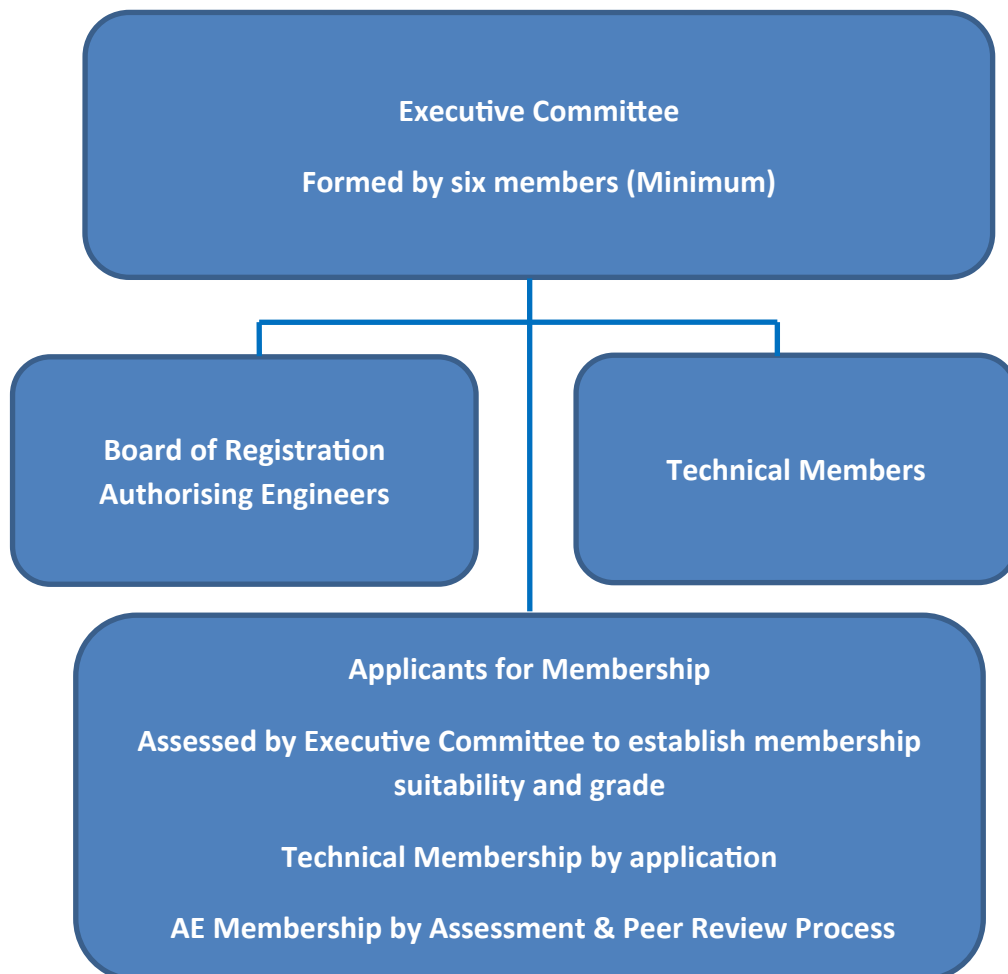
## IHEEM MTP Structure

Membership is available to any IHEEM member having an interest in Mechanical Engineering Services including heating systems, cooling systems (including refrigeration), steam systems, pressure systems, controls, pneumatic systems, drainage and specialist services that aren't currently covered by the other technical platforms. There are three classes of membership:

- Executive Committee Members,
- Registered Authorising Engineers; and
- Technical Members.

Executive Committee Members has been drawn from both the Registered Authorising Engineers 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.



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

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

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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 MTP 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**

The BoR will be established to provide a transparent, peer reviewed, and robust process for those working as Authorising Engineers or wish to become AEs 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 AEs. In addition it is hoped that the register will provide those looking for an AE 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 service.

Authorising Engineers, having been assessed and peer reviewed in accordance with the agreed IHEEM AE registration process. All AE members will be required to participate in the peer review process for other existing and potential AEs and agree to support potential AEs 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
- Mechanical Engineering Services Strategies
- Refurbishment of the existing Estate
- Energy and Net Zero Carbon Technologies

**Installation, Commissioning, Validation, & Verification;** incorporating

- Services installation
- Commissioning, Validation & Verification

**Maintenance & Operation;** incorporating

- 6 Facet Surveys
- Estates & Facilities Management Strategies
- 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 or others with specialist interest and knowledge of healthcare engineering 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 AEs 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 MTP may develop.

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