The purpose of the Institute is to deliver the obligations of its Royal Charter and Bye-Laws. The Institute must deliver a service to the materials, minerals and mining communities and related parties in an effective and efficient way and retain the ability to continue to deliver to those communities into the foreseeable future. This is the objective of all elements of the governance and of all participating individuals.

Members of the Board shall give the whole of their time as members of the Board considering the matters for which the Board is established and will declare any conflicts of interest they may have on offer of appointment and at any time when the business of the Board raises the possibility of conflict. All declarations of conflict of interest must be recorded in the minutes.

All members are expected to use their best efforts to promote the Institute and to promote membership.

Members of the Board are reminded that at all times they are subject to the Institute’s Code of Professional Conduct.

There shall be a secretary provided by the Institute.

1. Purposes of the Board
These will be grouped into:
1. The application or upholding of standards.
2. The delivery of services.

2. Ancillary Purpose
When the business of a Board identifies any matters, not within its remit, that might usefully be considered by another Board or Committee that may assist the Institute in the upholding of standards or the delivery of services it shall be the obligation of the secretary to make any and all relevant Boards and or Committees aware.

This Professional Standards and Development Board reports to the Executive Board.

3. Remit of the Board
To uphold or develop the standard for professional accreditation of academic courses and IPD schemes of companies and organisations, professional membership qualifications and registration under the terms of licences from its regulatory bodies. It will:
- oversee the application of the Disciplinary and Appeals Regulations
- monitor the work of the Membership Committee and ensure that appropriate procedures are followed.
- receive proposals and reports from the Membership Committee and review progress;
- advise Executive Board on membership issues.
- monitor the work of the Accreditation and Professional Formation Committee and ensure that appropriate procedures are followed.
- receive proposals and reports from the Accreditation and Professional Formation Committee and review progress.
- consider appeals against decisions made by the Membership Committee or the Accreditation and Professional Formation Committee.
- co-ordinate and determine priorities in establishing the budget for the Institute’s professional activities.
- review requirements for membership and propose to Executive Board changes to regulations as necessary.
- develop and monitor initiatives for technicians.
- develop and review the Institute’s policy on overseas membership.
- ensure cross-fertilisation of ideas between its Committees, in particular concerning recruitment initiatives and services to members.

4. Delegated Authority
This Board has the following decision-making authority delegated to it:
- Appeals by applicants against decisions made by its constituent Committees.

5. Composition
The Chair, who must be a CEng and preferably a CSci and must be a Professional Member or Fellow of the Institute, will be appointed by the Executive Board on the recommendation of Nominations Committee bearing in mind the requirements of the Institute’s licences.

There may be a Vice-Chair who shall be appointed by the Chair. They must be Chartered and either a Member or Fellow.

The Chairs of each of the constituent Committees as agreed from time to time by the Executive Board. At the time of these terms of reference
being approved they are:

- Membership Committee
- Academic and Professional Formation Committee
- Education Committee

The Members of the Board, excluding the Committee Chairs, are appointed by the Chair of the Board in consultation with the responsible Director. The Chairs of Committees are appointed by the Board in consultation with the Committee concerned and the relevant members of the IOM3 team. Members are required to hold a professional grade of membership and be registered as a Chartered Engineer.

A Committee Chair who is unable to attend a meeting of the Board should arrange for a deputy to attend in their absence.

Other than for Committee Chairs, membership of the Board is personal to the Board member and they may not appoint a substitute to attend in their place. The Board may co-opt up to four professional grade members, three of whom must be registered as a Chartered Engineer and the fourth as a Chartered Engineer, Environmentalist or Scientist for any purpose with a term of office of up to four years. The terms of office of Chair/members will be 4 years except in exceptional circumstances agreed by the Nominations Committee. Chair, Vice Chair and members will serve a maximum of two terms.

6. Frequency of meetings
This Board shall transact as much of its business as possible virtually but must meet physically three times per year. Exceptionally there may be additional meetings as business necessitates. The quorum for meetings is four members.

7. The Role of the Chair
- To uphold the standards and practices of the Institute.
- To manage and organise the Board in such a way as to deliver its remit.
- To chair physical and virtual meetings and business.
- To provide interim reports to and to receive direction from the Executive Board.
- To communicate within and outside the Board as necessary to deliver its remit.
- To allocate tasks to members of the Board in order to progress its work.

8. The Role of the Vice-Chair
- To assist the Chair as directed by the Chair. In the absence of the Chair to act in their place.

9. The Role of the Secretary
- To record the business of the Board.
- To provide communication with and between members.
- To retain the records of proceedings and communicate these to the Executive Board.
- To circulate papers for meetings to members at least one week before the meeting and to prepare and circulate minutes of meetings, approved by the Chair, within four weeks of each meeting.

10. External Representation
The Institute’s regulators may appoint representatives to attend the regulated business of the Board. The agenda for such meetings will contain a specific item at which the representative is invited to address the Board. Normally the representative will be able to participate freely in any discussion relevant to registration.

These Terms of Reference are approved by the Executive Board.

This version was approved in November 2019.
This Committee is established by the Executive Board. The purpose of the Institute is to deliver the obligations of its Royal Charter and Bye-Laws. The Institute must deliver a service to the materials, minerals and mining communities and related parties in an effective and efficient way and retain the ability to continue to deliver to those communities into the foreseeable future. This is the objective of all elements of the governance and of all participating individuals.

Members of the Committee shall give the whole of their time as members of the Committee considering the matters for which the Committee is established and will declare any conflicts of interest they may have on offer of appointment and at any time when the business of the Committee raises the possibility of conflict. All declarations of conflict of interest must be recorded in the minutes.

All members are expected to use their best efforts to promote the Institute and to promote membership.

Members of the Committee are reminded that at all times they are subject to the Institute’s Code of Professional Conduct.

There shall be a secretary provided by the Institute.

1. Purposes of the Committee
These will be grouped into:
1. The application or upholding of standards.
2. The delivery of services.

2. Ancillary Purpose
When the business of a Committee identifies any matters, not within it remit, that might usefully be considered by another Board or Committee that may assist the Institute in the upholding of standards or the delivery of services it shall be the obligation of the secretary to make any and all relevant Boards and or Committees aware.

This Committee reports to the Professional Standards and Development Board.

3. Remit of the Committee
- To oversee the standards and processes for the accreditation of academic programmes, and company Initial Professional Development (IPD) schemes to meet the requirements for registration levels for which IOM3 has licences
- To accredit academic programmes and approve IPD schemes and to approve work-based learning as defined by the Engineering Council, the Science Council or the Society for the Environment and to advise the Membership Committee as required.
- To monitor and report to the Professional Standards and Development Board on trends in accreditation and on the development of UK SPEC and CSci/CEnv requirements.
- To develop and review guidelines and procedures for accreditation and make proposals to the Professional Standards and Development Board.
- To monitor the accreditation process and make recommendations for continuous improvements.
- To review the provision of training and development courses to enable members to fulfil their obligations for professional development, to identify areas where provision is lacking and make recommendations on how any gaps in provision could be filled.
- To recruit, direct and monitor the Accreditation Experts Panel.
- Deliver the following services: Accreditation of university degree courses and approval of programmes leading to membership and accreditation.

4. Delegated Authority
This Committee has the following decision-making authority delegated to it: To accredit academic programmes, and approve company Initial Professional Development Schemes that meet the requirements for registration levels for which IOM3 has licences.

5. Composition
The Chair of the Committee is appointed by the Executive Board on the recommendation of the Professional Standards and Development Board and in consultation with the relevant IOM3 team members and the APFC. The Chair shall be a Fellow or Professional Member of the Institute and registered as a Chartered Engineer.

A Vice Chair should normally be appointed by the Chair and the appointment will be ratified by the Professional Standards and Development Board. The Vice Chair shall be a Fellow or Professional Member of the Institute and registered as a Chartered Engineer.

The Committee will comprise up to 15 members whose experience covers the level and the subject matter of programmes which the Committee
accredits or approves. The membership will be drawn from academia and industry, normally in the ratio of 2/3, 1/3 and should have a balanced representation across all levels of registration, geographic distribution and society. Members will be appointed by the Chair in consultation with relevant staff and the Committee. All Members of APFC shall be professional grade members of IOM3 and Chartered Engineers.

Experts may be appointed by the Chair in consultation with relevant IOM3 team members and the Committee to undertake specific activities or to represent a particular sector. Expert members are non-voting members of the APFC and attend meetings at the invitation of the Chair.

Appointment to the Committee is personal to a member and they may not appoint a substitute to attend in their place.

The terms of office of chair/members will be 4 years except in exceptional circumstances agreed by Nominations Committee. Chair, Vice Chair and/or members will serve a maximum of two terms.

6. Frequency of meetings
This Committee shall transact as much of its business as possible virtually but will normally meet three times a year or as required to meet the workload of the Committee.

The quorum for meetings is seven members of APFC.

7. The Role of the Chair
- To uphold the standards and practices of the Institute.
- To manage and organise the Committee in such a way as to deliver its remit.
- To chair physical and virtual meetings and business.
- To provide interim reports to and to receive direction from the parent body.
- To communicate within and outside the Committee as necessary to deliver its remit.
- To allocate tasks to members of the Committee in order to progress its work.

8. The Role of the Vice-Chair
- To assist the Chair as directed by the Chair.
- In the absence of the Chair to act in their place.

9. The Role of the Secretary
- To record the business of the Committee.
- To provide communication with and between members.
- To retain the records of proceedings and communicate these to the Professional Standards and Development Board.
- To circulate papers for meetings to members at least one week before the meeting and to prepare and circulate minutes of meetings, approved by the Chair, within four weeks of each meeting.

10. External Representation
The Institute’s regulators may appoint representatives to attend the regulated business of the Committee. The agenda for such meetings will contain a specific item at which the representative is invited to address the Committee. Normally the representative will be able to participate freely in any discussion relevant to registration.

These Terms of Reference are approved by the Executive Board.
This version was approved in November 2019.
This Committee is established by the Executive Board of the Institute.

The purpose of the Institute is to deliver the obligations of its Royal Charter and Bye-Laws. The Institute must deliver a service to the materials, minerals and mining communities and related parties in an effective and efficient way and retain the ability to continue to deliver to those communities into the foreseeable future. This is the objective of all elements of the governance and of all participating individuals.

Members of the Committee shall give the whole of their time as members of the Committee considering the matters for which the Committee is established and will declare any conflicts of interest they may have on offer of appointment and at any time when the business of the Committee raises the possibility of conflict.

All declarations of conflict of interest must be recorded in the minutes.

All members are expected to use their best efforts to promote the Institute and to promote membership.

Members of the Committee are reminded that at all times they are subject to the Institute’s Code of Professional Conduct.

There shall be a secretary provided by the Institute.

1. Purposes of the Committee

These will be grouped into:

3. The application or upholding of standards.
4. The delivery of services.

2. Ancillary Purpose

When the business of a Committee identifies any matters, not within it remit, that might usefully be considered by another Board or Committee that may assist the Institute in the upholding of standards or the delivery of services it shall be the obligation of the secretary to make any and all relevant Boards and or Committees aware.

This Committee reports to the Professional Standards and Development Board.

3. Remit of the Committee

- Uphold and develop the standard for professional membership and registration of members, under the terms of its licensing bodies.
- To assess applications for the grades of Fellow, Professional Member, Associate Member, Technician Member and Companion and to award these grades to candidates who meet the relevant membership criteria.
- To assess applications for registration as Chartered Engineer, Incorporated Engineer and Engineering Technician as well as Chartered Scientist, Registered Scientist, Registered Science Technician and Chartered Environmentalist and to award registration under licences from the Engineering Council, Science Council and the Society for the Environment to candidates who meet the relevant criteria set by these bodies and any registrations for which the Institute may be licensed in the future.
- to develop and oversee programmes to grow and retain membership of IOM3, as directed by the Executive Board and Professional Standards & Development Board (PSDB)
- to advise PSDB and Executive Board on the need to upgrade and amend the benefits packages for members
- To monitor and report to the PSDB on trends in membership and on the development of UK SPEC and CSci/CEnv requirements.
- To make proposals to the PSDB on membership issues
- To monitor the membership assessment process and make recommendations.
- To assess continuing professional development (CPD) records of registrants as per agreed procedures

4. Delegated Authority

This Committee has the following decision-making authority delegated to it: Award of professional qualifications of the institute and registration under the terms of its licensing bodies.

5. Composition

The Chair, who must be a Chartered Engineer, and preferably a Chartered Scientist, and must be a Professional Member or Fellow of the Institute, will be appointed by the Executive Board on the recommendation of Nominations Committee bearing in mind the requirements of the Institute’s licenses.

There shall be a Vice-Chair who shall be appointed by the Chair with the same criteria as for the appointment of the Chair.

The Committee will comprise up to 15 members representing in a balanced way the assessable grades for which it is responsible and the subject interest of members. All members must be
registered as Chartered Engineers. There shall also be a balance, as far as practically possible, of academics and industrialists, geographic distribution, male and female and a range of ages. Members may be proposed by staff, the Chair or Committee members and are endorsed by the Committee.

The term of office of the Chair is four years but may exceptionally be extended by the Professional Standards and Development Board to a maximum of eight years.

The term of office of members is normally four years but may exceptionally be extended to a maximum of eight years.

Appointment to the Committee is personal to a member and they may not appoint a substitute to attend in their place.

6. Frequency of meetings

This Committee shall transact as much of its business as possible virtually but may meet physically four times per year. Exceptionally there may be additional meetings as business necessitates.

The quorum for meetings is four members.

7. The Role of the Chair

- To uphold the standards and practices of the Institute.
- To manage and organise the Committee in such a way as to deliver its remit.
- To chair physical and virtual meetings and business.
- To provide interim reports to and to receive direction from the parent body.
- To communicate within and outside the Committee as necessary to deliver its remit.
- To allocate tasks to members of the Committee in order to progress its work.

8. The Role of the Vice-Chair

- To assist the Chair as directed by the Chair.
- In the absence of the Chair to act in their place.

9. The Role of the Secretary

- To record the business of the Committee.
- To provide communication with and between members.
- To retain the records of proceedings and communicate these to the parent body.
- To circulate papers for meetings to members at least one week before the meeting and to prepare and circulate minutes of meetings, approved by the Chair, within four weeks of each meeting.

Relevant members of the Institute’s Membership Team will be expected to attend meetings of the Committee and to advise it on relevant matters, especially licence requirements and regulations and practice directions. Other members of the Institute team may attend at the discretion of the Chair.

10. External representation

The Institute’s regulators may appoint representatives to attend the regulated business of the Committee. The agenda for such meetings will contain a specific item at which the representative is invited to address the Committee. Normally the representative will be able to participate freely in any discussion relevant to registration.

These Terms of Reference are approved by the Executive Board.

This version was approved in November 2019.