



Policy and Standards Committee (PSC)

Terms of Reference

The Committee will ensure the alignment of IOSH with national and global developments, sector policy and standards. It will also support the Board of Trustees to put in place the framework, currently WORK 2022, setting out the values, culture and behaviours of the Institution that will help deliver its core purpose.

Committee Responsibilities

1. Maintain and enhance the global reputation and brand of IOSH and the profession by ensuring that high professional and educational standards are consistently set and maintained in respect of:
 - admissions to the membership
 - standards for maintaining membership
 - progression through the membership levels
 - prevailing IOSH accredited registers
2. Promote the development of professional standards both nationally and internationally.
3. Ensure a global professional standards matrix outlining the competency framework for the profession is developed and maintained.
4. Ensure that IOSH membership standards reflect the needs of the profession worldwide.
5. Receive assurance that the global membership standards are being upheld to attain and maintain IOSH membership in terms of its four key dimensions:
 - Education (course accreditation)
 - Entry into, progression through and achievement of Membership categories
 - Professional development (CPD)
 - Professional ethics (Code of Conduct and Disciplinary Procedure).
6. Oversee the maintenance and development of the Code of Conduct and Disciplinary Procedure ensuring they reflect IOSH standards and are comparable with best practice in other professional bodies. Recommend proposed amendments as necessary and via the appropriate governance routes.
7. Ensure that the processes in place to identify and address apparent or alleged non-compliance with the IOSH Code of Conduct are fit for purpose.
8. Provide policy expertise externally to help develop national and global policy.
9. Consider any relevant policy standards and guidance using insight into the external policy environment to provide feedback to Senior Managers. For example, help to develop guidance relating to ethical considerations and dilemmas that may be faced by OSH practitioners in the

course of their practice, working with the Performance and Development Committee as appropriate.

10. Consider a policy framework within which new membership standards can be developed or standards adapted for specific awards and local market needs without compromising the integrity of IOSH-wide standards.
11. Review proposed changes to existing or new certification or registration schemes for recommendation to the Board of Trustees.

General

12. Receive assurance that IOSH is compliant with its Policies and Business Rules relevant to the remit of the Committee.
13. Ensure that the risk management process is conducted as described by and in accordance with the IOSH Risk Policy within the areas of responsibility of the committee and recommend mitigations to Senior Managers in the course of the business conducted.
14. Annually, review and agree the Committee's standing orders and work plan.
15. These Standing Orders should be read in conjunction with IOSH's Committee Guidance.

Reporting

16. The committee will report as follows:

To the Board of Trustees

- Quarterly report
- Annual update report
- Other as required.

Committee Membership

17. The membership of the committee will be as follows:
 - a. Two Trustees (Chair and Vice-Chair)
 - b. Three IOSH Members (not a member of IOSH Council, a committee of Council (Nominations Committee), or the Presidential Team)
 - c. One Independent (external) committee member
18. One Council observer - a Council member nominated by Council to attend committee meetings as an observer (non-voting).
19. The quorum will be three members of the committee and should include one Trustee and at least one of the IOSH members listed above in 17b.