



## **Nominations Committee (NC)**

### **Standing Orders**

**(as required by Byelaw 16(8))**

The Committee will ensure that key positions in the IOSH governance structure are filled with the most suitable candidates, recruited via open, fair and professional processes.

#### **Committee Responsibilities**

1. Identify, assess and make recommendations to Council about candidates for the following positions, including those eligible for re-appointment:
  - IOSH Corporate Member Trustees (Byelaw 12(2)(a))
  - Independent (non-member) Trustees (Byelaw 12(2)(b))
  - Independent (non-member) Chair of the Board of Trustees (BoT) (Byelaw 12(2)(c))
  - Co-opted other persons on Council (Byelaw 15(2)(b)).
2. Identify, assess and make recommendations to BoT about candidates for the following positions, including those eligible for re-appointment:
  - Members of Standing (Board) Committees, advised by Board Committee Chairs.
3. Oversee the recruitment process for these positions, ensuring openness, fairness and professionalism.
4. Oversee the recruitment/election process of other governance positions as requested such as Vice President and President Elect.

#### **General**

5. Annually, review the Committee's Standing Orders and work plan.
6. These Standing Orders should be read in conjunction with IOSH's Committee Guidance.

#### **Reporting**

7. The committee will report as follows:

To Council:

- Annual update report

- Other as required

## Committee Membership

8. The membership of the committee will be as follows:
  - a. Four Council members, of whom two must be Corporate Members
  - b. Up to nine others (members, non-members or Council members, with emphasis on relevant skills, e.g. HR/recruitment), of whom four must be Corporate Members
  - c. Chair who must be a Corporate Member. The Chair must not sit on any other Standing Committee or be a member of Council.
  
9. The quorum will be three members of the committee and should include at least two Corporate members, of whom one must be a Council member.

## Delegated Authorities

10. None, essentially an advisory Committee

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