



**Safety Institute of Australia Limited**

**By-laws of the Board of the Institute**  
**Section 4: Relating to the College of Fellows**

## **Section 4 of the By-laws**

### **The College of Fellows (CoF)**

#### **4.1 College of Fellows' Background**

The College of Fellows (CoF) was established in 2002 by the Institute's Board to build a credible pool of expertise, at the peak of the health and safety profession, that could be called upon to provide input into regulatory development and industry policy setting activities. Membership of the CoF recognises health and safety professionals who are making a substantial ongoing contribution to and have a record of achievement in the field of health and safety. Fellows are committed members of the SIA and leaders within the profession.

#### **4.2 Membership of the College of Fellows**

As at November 2017, all people holding a Chartered Fellow (CFSIA) or Fellow (FSIA) grading under the previous Institute grading system, as well as Honorary Fellows FSIA (Hon), are deemed to be members of the College of Fellows and will continue to be as long as they are members of the Institute.

New entry criteria to the College of Fellows and the application process are established and are held as in the Board's policy and procedures schedule under the Institute's *College of Fellows Entry Criteria and Application Process*.

#### **4.3 Establishment and Operation of CoF Chair, Executive Committee and Sub-Committees**

The Chair of the Institute's Board appoints a Chair of the CoF.

Sub-committees may be established under the CoF Executive Committee as recommended by the CoF Chair and approved by the Institute's Board.

The Chair of the CoF appoints Fellows / Chartered Fellows to the Executive committee and to roles within the Executive committee, including Chairs of any sub-committees.

Sub-committees established under the CoF are Chaired by an appointed member of the College Executive. Members of the sub-committees are appointed by the committee Chair and are members of the Institute.

The operations of the CoF Executive and any sub-committees are conducted in accordance with the *Terms of Reference, College of Fellows and its Executive Committee* in the Board's policy and procedures schedule.

#### **4.4 Relationship with Institute's Board and delegations**

The Executive Committee and any sub-committees shall report directly to, and be accountable to, the Institute's Board through the CoF Chair. The CoF Chair shall provide a regular written or verbal status report to each Board meeting.

The CoF Chair shall prepare a report for the Institute's members published in the SIA Annual Report.

#### **4.5 Role of the College of Fellows**

The role of the CoF includes:

- a. Advancing high health and safety professional standards;
- b. Supporting College of Fellows members as leaders in safety and health in their communities and workplaces;
- c. Providing a mechanism for senior members to contribute to the work of the Institute;
- d. Contributing to the policy and advocacy efforts of the Institute;
- e. Assisting the SIA in its support of research and sharing of knowledge;
- f. Assisting the SIA in its program of activities, utilising the expertise of its members as volunteers, including the mentor and CPD programs;
- g. Assisting the SIA in its oversight of ethics and professional standards;
- h. Assisting with the provision of expert advice, through representation of the SIA and coordination of others representation of the SIA (e.g. representatives on Standards Australia Committees).