



General Regulations

1. Introduction

- 1.1 These regulations are made under the Charter and Byelaws of the Chartered Institute of Environmental Health (CIEH) and, along with the Charter and Byelaws, provide the basis for the governance and operations of CIEH.
- 1.2 The General Regulations are enabling in nature and provide the framework for decision-making, procedures and codes of conduct approved by CIEH's governing body referred to as "The Council" in the Byelaws, now known as the Board of Trustees (Board) and referred to as such throughout these Regulations.
- 1.3 Expressions used in these regulations shall have the same meaning as in the Charter and Byelaws unless otherwise stated.

2 Requirements to make regulations

- 2.1 These Regulations are made under the provisions of the Charter and the Byelaws.
- 2.2 Regulations may also be made through a Special Resolution which means a resolution passed by a majority of Voting members entitled to vote either in person or by proxy at a general meeting properly convened and quorate. A Special Resolution requires a two thirds majority vote. The Board may determine that voting may take place through postal or digital ballot or by a combination of both.
- 2.3 The Board is unable to delegate the power to make regulations (Byelaw 19).

3. Enabling provision for operational procedures, codes of conduct and guidance

- 3.1 This regulation enables the Board to approve operational procedures, codes of conduct and guidance that shall apply to its own meetings, those of its committees and advisory groups and of any other bodies subordinate to the Board. Any breach of such

operational procedures or codes of conduct will be considered a breach of this Regulation.

4. Amendment and review

- 4.1 The Board will review and amend, if necessary, the regulations and operational procedures from time to time to ensure they remain relevant and fit for purpose.

5 Membership

- 5.1 This regulation enables the approval of operational procedures that prescribe the requirements for the application for admission or re-admission to membership and shall stipulate the conditions for removal from membership, categories of membership and the procedure for dealing with complaints against members and sanctions or penalties for complaints that have been upheld.
- 5.2 All members are required to uphold the requirements of the Code of Ethics for Members and Fitness to Practise Rules and with any sanctions for non-compliance.

6. Composition of the Board

- 6.1 The Board is the governing body of CIEH and shall consist of such members as it prescribes in its operating procedures, one of whom will be the President. This regulation enables the Board to approve relevant operational procedures to prescribe arrangements for trustee election recruitment and appointment, their role and function, a code of conduct and conditions for removal of trustees.
- 6.2 All trustees are required to uphold the requirements of the Code of Conduct for governance office holders and any sanctions for non-compliance.
- 6.3 Meetings of the Board, its committees and advisory groups shall be conducted in accordance with the relevant operational procedures approved under Regulation 3.1 above.
- 6.4 This regulation enables the approval of operational procedures that will prescribe how the President, Chair and Deputy Chair shall be elected and hold office. Operational procedures will also be approved that regulate the appointment of vice presidents and honorary members.
- 6.5 All monies and other assets will be managed in accordance with the relevant procedures, approved by the Board.

7. Annual Meeting

- 7.1 This regulation enables the approval of operational procedures that shall prescribe how the Annual Meeting and any special meetings shall be called and conducted.

Agreed by the Board on 28 January 2021.

To be reviewed before 31 January 2023.