

Fellowship by Election Regulations

Expressions used in these Regulations shall have the same meaning as in the Byelaws of the Chartered Institute of Environmental Health (CIEH) unless otherwise provided and references to "Regulation(s)" and "Paragraph(s)" are references to those contained within this document.

Fellowship by Election Regulations

Part 1: Conditions for conferring Fellowship by Thesis

1. The Membership Regulations state that Fellows shall be Ordinary (also known as Voting) members:

*"**Ordinarily** of at least 10 years' standing who, in the opinion of the Council, have given distinctive service to **environmental or public health or** have shown evidence of special knowledge or ability in relation to the work of environmental or public health (as specified in the Fellowship by Election Regulations)"*

Methods of nomination

2. Nominations for the award of Fellowship shall be made in writing on one of the forms provided for this purpose.
3. All nominations shall have regard to any guidance that may be issued by Council.

Types of nomination

4. Nomination by Region/Special Interest Group(SIG)
 - 4.1 A nomination, supported by a Regional/SIG Management Board, may be submitted in writing directly to the Chief Executive.
5. Nomination by Peers
 - 5.1 A nomination, supported by at least two Voting Members, may be submitted in writing directly to the Chief Executive.
6. Petition
 - 6.1 A petition from an individual member supported by at least one Voting Member may be submitted in writing directly to the Chief Executive.
 - 6.2 A petition from an individual member who has fulfilled one of the following achievements does not need a supporter for their petition or to include a supporting statement:
 - 6.2.1 Registration as a Public Health Specialist with the UK Public Health Register

Administrative arrangements for the award of Fellowship

7. Nominations shall be sent to the Chief Executive of the CIEH on one of the forms provided for this purpose, together with information that supports the nomination and demonstrates how the nominee meets the criteria for Fellowship, unless explicitly stated in these Regulations.
8. Nominations received will be initially considered by a Fellowship Scrutiny Panel.
9. A Fellowship Scrutiny Panel shall consist of three Voting members of the CIEH, at least one of whom will usually also be a member of the Membership Committee. Not more than one member of the panel shall be a member of the same Region or SIG as the nominee.
10. A Fellowship Scrutiny Panel shall:
 - 10.1 Consider the application against the criteria and any guidance that may be issued by Council,
 - 10.2 Request clarification of any matter included in the submission in respect of any shortfalls identified by the panel,
 - 10.3 Make a recommendation to Council in respect of each nomination which the panel feels meet the criteria for Fellowship, unless subsequently withdrawn by the nominee,
 - 10.4 Report on all nominations to the Membership Committee, unless subsequently withdrawn by the nominee.
11. All nominations considered by Council will be accompanied by a report from the Fellowship Scrutiny Panel which has considered the application.
12. Upon considering the report by the Fellowship Scrutiny Panel, Council may elect members who meet the appropriate criteria to Fellowship.
13. There shall be no limit to the number of Fellowships which can be awarded in any year.
14. The names of members elected to Fellowship shall be reported to the members of the CIEH.

Commencement and amendment of Regulations

15. These Regulations shall take effect on the date of adoption and may only be amended, varied or rescinded by Council.

ADOPTED as a Regulation by Council on 27 April 2006 and amended by Council on 4 September 2008, 30 April 2009 and 14 April 2011

These Regulations supersede any and all previous Regulations on this matter.

Form A

Application for Fellowship by Election

Nomination by Region or Special Interest Group

From:	Region/SIG
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Nominee's personal details

Name:		
Address:		
Telephone No:		
Email Address:		
Membership No:		
Number of years Ordinary/Voting Membership:		

If the nominee has been an Ordinary/Voting Member of the CIEH for less than 10 years, please provide details below for why the normal requirement should be waived in this instance:

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Principal nominator

To whom any requests for further information may be directed. (Please print details)

Name:			
Address:			
Telephone No:		Email:	
Membership No:			
Signature		Date:	

Supporting Statement

Please include a supporting statement of around 300 words describing how you feel the nominee meets the requirements of these Regulations, with particular attention to paragraph 1 above.

Please provide explicit details as to how the nominee’s professional profile and extra-professional commitments - such as sitting on a Regional/SIG Management Board – meet the requirements of each of the following headings:

You may also wish to supplement this statement with other documents including the nominee’s CV and/or references/testimonials.

Distinctive service to environmental and public health

Special knowledge or ability in relation to the work of environmental or public health

On completion, this form should be sent to

The Chief Executive
CIEH
15 Hatfields
London
SE1 8DJ

Form B

Application for Fellowship by Election

Nomination by Peers

Nominee's personal details

Name:	
Address:	
Telephone No:	
Email Address:	
Membership No:	
Number of years Ordinary/Voting Membership:	

If the nominee has been an Ordinary/Voting Member of the CIEH for less than 10 years, please provide details below for why the normal requirement should be waived in this instance:

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We the following two Voting members of the CIEH hereby nominate the above to be elected a Fellow. (Please print details)

Principal nominator

Name:			
Address:			
Telephone No:		Email:	
Membership No:			
Signature		Date:	

Supporting nominator

Name:			
Address:			
Telephone No:		Email:	
Membership No:			
Signature		Date:	

Supporting Statement

Please include a supporting statement of around 300 words describing how you feel the nominee meets the requirements of these Regulations, with particular attention to paragraph 1 above.

Please provide explicit details as to how the nominee’s professional profile and extra-professional commitments meet the requirements of each of the following headings:

You may also wish to supplement this statement with other documents including the nominee’s CV and/or references/testimonials.

Distinctive service to environmental and public health

Special knowledge or ability in relation to the work of environmental or public health

On completion, this form should be sent to

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CIEH
15 Hatfields
London
SE1 8DJ

Form C

Application for Fellowship by Election

Nomination by Petition

Petitioner's personal details

Name:	
Address:	
Telephone No:	
Email Address:	
Membership No:	
Number of years Ordinary/Voting Membership:	

If the petitioner has been an Ordinary/Voting Member of the CIEH for less than 10 years, please provide details below for why the normal requirement should be waived in this instance:

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Criterion achieved (must be listed in paragraph 6.2 in the Fellowship by Election Regulations):

Supporting Statement (for those who have not met the criterion in paragraph 6.2)

Please include a supporting statement of around 300 words describing how the petitioner meets the requirements of these Regulations, with particular attention to paragraph 1 above.

If the criterion in paragraph 6.2 has not been met, please provide explicit details as to how the petitioner's professional profile and extra-professional commitments meet the requirements of each of the following headings:

You may also wish to supplement this statement with other documents including the petitioner's CV and/or references/testimonials.

Distinctive service to environmental and public health

Special knowledge or ability in relation to the work of environmental or public health

Petitions will be supported by at least one Voting Member. Please see Paragraph 6.2 for exceptions to this.

I, being a Voting Member of the CIEH, hereby support this petitioner to be elected a Fellow.
(Please print details)

Name:			
Address:			
Telephone No:		Email:	
Membership No:			
Signature		Date:	

On completion, this form should be sent to

The Chief Executive
CIEH
15 Hatfields
London
SE1 8DJ