

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 CIEH Members. 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 CIEH,
 - 10.2 Request clarification of any matter included in the submission in respect of any shortfalls identified by the panel,
 - 10.3 Report on all nominations to the Membership and the Profession Advisory Group.
11. If the panel is satisfied that the application meets CIEH's criteria it shall recommend to the Head of Membership and Professional Standards that the Fellowship be awarded.
12. There shall be no limit to the number of Fellowships which can be awarded in any year.
13. The names of members elected to Fellowship shall be reported to the members of the CIEH.

Commencement and amendment of Regulations

14. These Regulations shall take effect on the date of adoption. The Board of Trustees has agreed that further amendments to these Regulations can be made by the Membership and the Profession Advisory Group.

Adopted as a Regulation by the Board of Trustees on 12 January 2017.

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 Voting Membership:		

If the nominee has been a 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.

<p>Distinctive service to environmental and public health</p>
<p>Special knowledge or ability in relation to the work of environmental or public health</p>

On completion, this form should be sent to

Membership Team
CIEH
15 Hatfields
London
SE1 8DJ

Or membership@cieh.org

If you would like a version of this document in Microsoft Word format so that you can type your application, please contact the Membership Team.

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 Voting Membership:	

If the nominee has been an 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

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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:	

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