

# **THE ROYAL INSTITUTION OF NAVAL ARCHITECTS**

## **SAFETY COMMITTEE A Standing Committee of the Council**

### **CONSTITUTION AND TERMS OF REFERENCE**

(Draft Revision 09/06)

#### **Scope**

Any aspect of safety management and environmental protection (including regulatory requirements, risk assessment and human factors, etc) within the profession of Naval Architecture, generally encompassing all stages of a vessel's life through design, construction, operation and maintenance to disposal.

#### **Membership**

1. The Committee shall comprise members of the Institution and others nominated for their experience and expertise in maritime safety matters. The Chairman and Vice-Chairman shall be appointed by Council and the remaining members will normally be appointed by the Chairman after agreement with the extant Committee members. Membership shall be confirmed annually by Council.
2. All Committee Members are entitled to attend meetings in person if convenient, but may also contribute to the Committee's deliberations by correspondence.
3. Ex-officio members, who need not be members of the Institution, may also be co-opted to provide additional expertise and guidance as required, and to represent other organisations associated with maritime safety. Ex-officio members will not be voting members at meetings. The number of ex-officio members shall not normally exceed one third of the total number of members.
4. The Chairman of the RINA IMO Committee shall be an ex-officio member of the Safety Committee.
5. No maximum number of Committee Members is specified. The Chairman shall ensure that the membership remains manageable and does not impose an unreasonable burden on the Secretariat.
6. In the absence of the Chairman or Vice-Chairman, meetings may be chaired by a voting member elected by those attending the meeting. A quorum at a meeting shall be three voting members of the Committee who are Members of the Institution.
7. The Chairman will be an ex-officio member of the Executive Committee and Council. The Chairman may be represented at Executive Committee meetings by the Vice-Chairman.

## **Terms of Reference**

- 1 To provide a forum for the exchange of technical information relating to safety in all sectors of the marine industry.
- 2 To ensure the dissemination of such information, and to seek the views of the members through the Safety Group Forum.
- 3 To maintain a watching brief on matters affecting safety and to make recommendations to Council when new Institution policy is considered desirable, and to advise on its formulation.
- 4 To speak on behalf of Council, when called upon to do so, on matters arising out of Council policy relating to safety.
- 5 To provide guidance to Council, other committees and members on matters relating to safety.
- 6 To propose subjects for conferences concerning safety, and to assist in their organisation.
- 7 To identify and encourage research, development or design work which is likely to contribute to improvements in safety.
- 8 To provide RINA representation on external bodies that address matters of safety.
- 9 To appoint and review the work of the RINA IMO Committee.
- 10 To contribute the international professional view of Naval Architects to IMO through the RINA IMO Committee.
- 11 To review and recommend changes to the “Guidance on the Safety Role of Naval Architects”
- 12 To meet at least three times per year.