

**APPROVED by**

Resolution No. 9-1 of 22.10.2021  
of the Board of Public Union  
“Interstate Consultants Engineers  
Guild”

**Oleksandr Nepomnyashchyy**

**ICEG President**

**REGULATION  
ON OCCUPATIONAL HEALTH AND SAFETY COORDINATORS  
(CONSTRUCTION) UNIT OF  
PUBLIC UNION “INTERSTATE CONSULTANTS ENGINEERS GUILD”  
(ICEG)**

**1. GENERAL PROVISIONS**

- 1.1. The “Occupational health and safety coordinators (construction)” unit of the Public Union “Interstate Consultants Engineers Guild” (hereinafter – OHS Unit) shall be formed in compliance with the ICEG Charter, belonging by its functions to the field of occupational health and safety in construction and industrial safety and shall be an integral part of ICEG.
- 1.2. Activities of the OHS Unit shall be governed by the Ukrainian Constitution, Laws of Ukraine “On public associations” and “On occupational health and safety,” other regulations, ICEG’s Charter, decisions of the ICEG’s corporate bodies, and this Regulation.
- 1.3. The OHS Unit shall not enjoy the rights of a legal entity and its activities shall not be aimed at making a profit.
- 1.4. The OHS Unit shall be established/dismissed by a decision of the ICEG Board following the procedure stipulated in the applicable Ukrainian legislation and ICEG’s Charter and report directly to the ICEG’s corporate bodies and the OHS Unit’s corporate bodies.
- 1.5. In the course of its activities, to deliver the statutory objectives, the OHS Unit shall use ICEG’s name and symbols and can also have its own emblem approved by the ICEG Board and only used together with the ICEG’s emblem.

- 1.6. The OHS Unit shall consist of the ICEG members that have professional competencies belonging to the field of OHS in construction and industrial safety and have expressed a wish to be entered in the fixed list of individual members of the OHS Unit.
- 1.7. The number and names of the OHS Unit's members shall not be limited. A decision to include a specialist in the fixed list of the OHS members shall be taken by their manager.
- 1.8. The OHS Unit's members shall have the rights and fulfill the duties of affiliate members subject to the ICEG's Charter.
- 1.9. The OHS Unit can have a letterhead and seal of its own that shall include the ICEG name and whose form shall be approved by the ICEG Board.

## **2. OBJECTIVE (GOALS) AND TYPES OF THE UNIT'S ACTIVITIES**

- 2.1. The basic objective of the OHS Unit's activities is to represent and protect the social, economic, professional, industrial and other legitimate rights and interests of the IGEC members belonging to the OHS Unit, promote the prestige of the profession and level of qualification of OHS coordinators (construction) and consulting engineers, exchange experiences and implement the latest global best practices and principles of self-government in the engineering environment.
- 2.2. The objectives of the Unit, within the framework of its core activities, are:
  - 2.2.1. Development and implementation of measures aimed at enhancing the prestige of the profession and level of the OHS coordinators' (construction) qualification;
  - 2.2.2. Elaboration and improvement of scientific, innovative and practical principles during the construction of architectural facilities;
  - 2.2.3. Promoting the development and implementation of measures related to introduction of domestic, foreign and international best practices, information and innovation technologies in the field of construction of architectural facilities, systematization, study, and analysis of practical experience and cutting-edge technologies;
  - 2.2.4. Facilitation of conducting professional certification and improving the level of qualification of OHS coordinators (construction) within the granted powers and requirements of the applicable Ukrainian legislation;
  - 2.2.5. Assistance with the making and implementing policy in the field of construction of architectural facilities and fulfilling the state supervision (control) of OHS and industrial safety in the field of economic operations;
  - 2.2.4. Preparation and submission of proposals for legislative and regulatory support to effective activities of OHS coordinators (construction).

- 2.3. The basic activities of the OHS Unit aimed at achieving the objective (goals) defined by this Regulation include:
- 2.3.1. Representing the ICEG's interests on issues of OHS and industrial safety in order to fulfill the objective (goals) and areas of the OHS Unit's activities;
  - 2.3.2. Carrying out the work to attract new members by all available means not prohibited by the applicable Ukrainian legislation;
  - 2.3.3. Cooperation with state authorities and local self-government bodies, their officials and employees, public associations, enterprises, institutions, and organizations on issues of implementing the goal and areas of statutory activities of ICEG and OHS Unit;
  - 2.3.4. Coordination of activities of the ICEG members registered with the OHS Unit, which are targeted at delivering the statutory tasks and objectives of the Unit;
  - 2.3.5. Holding, on its own initiative or on behalf of the corporate bodies, the conferences, round tables, seminars, lectures, symposiums, meetings, and other events aimed at improving the skills and exchanging experiences of OHS coordinators (construction) as well as developing proposals for legislative support of their professional activities;
  - 2.3.6. Public dissemination of information about activities of the ICEG and OHS Unit;
  - 2.3.7. Dissemination of informational, scientific, and guidance materials on OHS and industrial safety;
  - 2.3.8. Facilitation of and contribution to conducting scientific and practical events participated in by state authorities and local governments on the professional activities of OHS coordinators (construction);
  - 2.3.9. Providing informational, organizational, methodological, and other support to members of the OHS Unit;
  - 2.3.10. Initiation of and participation in the development and implementation of national, local, regional programs and projects related to the construction of architectural facilities;
  - 2.3.11. Monitoring the compliance with rules and standards of entrepreneurial and professional activities, mandatory for all ICEG members;
  - 2.3.12. Input to the development, introduction and implementation of the third-party liability of the OHS Unit's members for the results of their activities, including by establishing the mechanisms of compensation for the losses inflicted on consumers as a result of provision of services or execution of work of inadequate quality;
  - 2.3.13. Contribution to the implementation of regulatory policy in the field of state supervision (control) of OHS and industrial safety in the field of economic operations;
  - 2.3.14. Conducting practical training for the OHS Unit members on the application of regulations in the field of OHS (construction) and industrial safety;

- 2.3.15. Organization and implementation of public control of the abidance by legislation during state supervision (control) in the field of economic operations;
- 2.3.16. Facilitating the mass media and information agencies in impartial, free, and truthful coverage of infringements of the Ukrainian legislation;
- 2.3.17. Informing the ICEG members about measures taken by state authorities and local governments in the field of OHS (construction) and industrial safety;
- 2.3.18. Provision of legal advice and legal assistance to OHS coordinators (construction) who are members of the OHS Unit;
- 2.3.19. Informing the state authorities and local governments about possible signs of corruption or misconduct regarding OHS and industrial safety by officials and employees during the construction of architectural facilities;
- 2.3.20. Participation in OHS audits on construction sites;
- 2.3.21. Providing assistance to enterprises during the investigation of workplace accidents;
- 2.3.22. Carrying out other activities related to achieving the statutory goals of the ICEG and OHS Unit, which are not prohibited by law.

### **3. THE UNIT'S CORPORATE BODIES**

- 3.1. Corporate bodies of the OHS Unit are:
  - head of the unit;
  - OHS and Industrial Safety Expert Board (hereinafter – Expert Board).
- 3.2. Corporate bodies of the OHS Unit are subordinate and report to the corporate bodies of ICEG.
- 3.3. Head of the OHS Unit is appointed and withdrawn by the ICEG Board and exercises general management of the activities of the OHS Unit and Expert Board.
- 3.4. Head of the OHS Unit and members of the Expert Board carry out their activities on a pro bono basis, unless otherwise established by a decision of the ICEG Board.
- 3.5. In the event of a long absence of the Head due to illness or other reasonable excuse, the fulfillment of his duties shall be temporarily assigned to one of the of the Expert Board's members by decision of the Expert Board.
- 3.6. Decisions of the Head of the OHS Unit on issues of organizing the Unit's activities are formalized by an order.
- 3.7. Authorities of the Head of the OHS Unit include:
  - 3.7.1. Representation of the interests of the OHS Unit without a power of attorney, and within an issued power of attorney – representation of interests on issues of the unit's activities in relations with regional state authorities, local self-governments, other agencies and their officials,

enterprises, institutions, and organizations, independent of the form of ownership and subordination;

- 3.7.2. Day-to-day management of activities of the Unit and Expert Board;
  - 3.7.3. Submission of proposals to the ICEG Board regarding the members of the Expert Board and other issues of the OHS Unit's activities, which require approval by the ICEG Board;
  - 3.7.4. Convening meetings of the Expert Board, determining the date, place, and agenda of its meetings;
  - 3.7.5. Reviewing the applications, appeals, proposals, and complaints in accordance with the Law of Ukraine "On citizens' appeals;"
  - 3.7.6. Drawing up and signing the minutes of the Expert Board, reports, letters, etc.;
  - 3.7.7. Taking measures aimed at attracting new members to the OHS Unit;
  - 3.7.8. Ensuring execution of decisions and other administrative documents of the corporate bodies adopted within their competence;
  - 3.7.9. The right to a casting vote in making decisions of the Expert Board to resolve a tied vote of its members;
  - 3.7.10. Maintaining a fixed membership list of the OHS Unit;
  - 3.7.11. Ensuring the organizational and staff work of the OHS Unit;
  - 3.7.12. Keeping and preserving the internal documentation of the Expert Board;
  - 3.7.13. Monitoring the activities and timely payment of membership fees by the ICEG members registered in the OHS Unit;
  - 3.7.14. Exercising the powers delegated by the corporate bodies;
  - 3.7.15. Reporting on the activities of the OHS Unit to the ICEG Board;
  - 3.7.16. Resolving other issues of statutory activities and the OHS Unit.
- 3.8. The Head of the Unit is obliged to:
- 3.8.1. Comply with and fulfill the requirements of the ICEG's Charter and this Regulation;
  - 3.8.2. Actively implement the decisions of corporate bodies in the OHS Unit's activities;
  - 3.8.3. Ensure keeping a fixed record of the OHS Unit's members;
  - 3.8.4. Take measures to ensure the payment of membership fees by members registered in the OHS Unit;
  - 3.8.5. Prevent actions or inaction that pose a threat to the business reputation, honor, and dignity of members of the OHS Unit and ICEG.

#### **4. EXPERT BOARD**

- 4.1. A collegial corporate body may be formed within the OHS Unit – the Expert Board on Occupational Health and Safety and Industrial Safety.

- 4.2. The number and names of members of the Expert Board are approved by the ICEG Board.
- 4.3. The Expert Board exercises collegial management of the OHS Unit's activities within the limits of powers specified in the statutory and regulatory documents of the ICEG's corporate bodies and this Regulation.
- 4.4. The Expert Board makes decisions directly at its meetings or, if necessary, the decisions of the Expert Board may be made by means of a written survey of its members, including the use of communication media (Internet, telephone, fax, etc.).
- 4.5. In the event of holding a meeting by means of a written survey, including the use of communication media (Internet, telephone, fax), the agenda and copies of the documents on whose basis a respective decision is to be made and a draft decision are sent to all members of the Expert Board. The decision is considered adopted if voted for by the majority of the Expert Board's members from the approved body of members of the Expert Board. After receiving responses from the members of the Expert Board, the minutes are executed and its signing is arranged by those Expert Board's members who have voted for its adoption.
- 4.6. Regular meetings are convened by the Chair of the Expert Board if it is necessary to make a collegial decision regarding activities of the OHS Unit. Extraordinary meetings may be convened if necessary at any time by decision of the ICEG President or the Expert Board's Chair.
- 4.7. The date, place and draft agenda of the Expert Board's meetings are determined by the Chair of the Expert Board, of which the Expert Board's members are notified in writing by mail, fax, or other means of communication no later than 2 days before the scheduled date of the meeting.
- 4.8. The Expert Board is authorized to make decisions if the majority of the number of its members take part in the meeting or survey.
- 4.9. The decision of the Expert Board is taken by a simple majority of votes of the members who were present at its meeting or participated in the survey and is formalized in the minutes signed by the Chair of the Expert Board or the meeting's chairperson and secretary. When making a decision, each member of the Expert Board has one vote. In the event of a tied vote, the meeting chairperson's gives a casting vote.
- 4.10. The Chair of the Expert Board is appointed by the ICEG Board.
- 4.11. The competence of the Expert Board covers:
  - collegial management of activities of the OHS Unit;
  - implementation of decisions of the ICEG's corporate bodies;
  - hearing the annual reports of the Head of the OHS Unit on its activities;
  - expressing no confidence in the Head of the OHS Unit and simultaneous notification of the ICEG's corporate bodies about the decision taken.
- 4.12. The Expert Board exercises its powers until new members of the Expert Board are appointed in the manner prescribed by the Charter and this Regulation.

#### **4. FINAL PROVISIONS**

- 5.1. Activities of the OHS Unit shall be terminated by means of its closure by decision of the ICEG Board.
  - 5.2. From the date the relevant decision on the closure enters into force, the OHS Unit shall not have the right to carry out the activities stipulated in this Regulation.
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