

Society of Façade Engineering: Supplementary Rules

Approved by CIBSE Board 17th December 2019

These rules are to be read alongside the Rules for CIBSE Societies and Divisions.

1. OBJECT OF THE SOCIETY

The Society of Facade Engineering represents the interests of all those who are interested in the application of facade engineering in the built environment and membership is open to everyone with such an interest.

2. AIMS OF THE SOCIETY

To promote the benefits of facade engineering in the built environment.

To establish and promote good practice and professional guidance in facade engineering in all its facets.

To provide professional recognition to all those active in the field of facade engineering, including designers and engineers.

To provide facade engineers in the built environment a route to registration with the Engineering Council as Chartered or Incorporated engineers or engineering technicians.

To be at the forefront of developing facade engineering as an integral part of a low-energy, zero carbon sustainable future.

To provide a forum where people interested in all aspects of facade engineering can come together, connecting the creators and users of Facade information in the built environment.

To set and maintain standards in education and training for facade engineering and to promote relevant research.

To be advocates for facade engineering and to advise government and other authoritative bodies on the best use and application of facade engineering.

3. MEMBERSHIP

There are two categories of individual membership. Grades requiring candidates to demonstrate some qualification or competence in facade engineering are known as “corporate grades”. Those that do not require any qualification or competence are the affiliate and student grades.

3.1 Individual Membership

The individual membership classes of the Society are as follows:

Affiliate: any individual, other than a Student Member who has not been elected to another class of membership of the Society.

Student: a member of the Society who is undertaking a recognised course or programme of training or education or who at the time of becoming a member of the Society was already a Student Affiliate of CIBSE. A Student Affiliate of CIBSE who is elected to another grade of CIBSE membership shall become an Affiliate of the Society.

Corporate Grades of Individual Membership are as follows:

Associate Member: a member of the Society who meets the qualification and experience requirements currently laid down by the Society Board for the class of Associate Member and is accepted for election to that class. This class shall be corporate.

Member: a member of the Society who meets the qualification and experience requirements currently laid down by the Society Board for the class of Member and is accepted for election to that class. This class shall be corporate.

Fellow: a member of the Society who meets the qualification and experience requirements currently laid down by the Society Board for the class of Fellow and is accepted for election to that class. This class shall be corporate.

Honorary Fellow: an individual who the Society Board wishes to honour and who in their opinion has made a major contribution to furthering the objects of the Society.

3.1.1 Abbreviated titles for individual membership. Corporate Members of the Society may use the following descriptions, as appropriate, on their personal stationery:

Grade of Membership	Designatory Letters
Associate Members	AMSFE
Members	MSFE
Fellows	FSFE

Honorary Fellows who were previously corporate members of the Society may use the designatory letters HonFSFE.

Other classes may use the words “<class> of the Society of Facade Engineering” where <class> is the full name of the class of membership, ie. student member or affiliate member.

3.2 Company Members

A Company Member is an organisation that wishes to support the Society and participate closely in its work to develop technical guidance, education, training, research and standards for all aspects of Facade processes in the building services sector and wider built environment.

A Company member may be a limited company, limited liability partnership, professional practice, trade or professional association, educational or other organisation, sole trader or independent consultant wishing to provide financial and other support to the Society by paying an annual subscription and by taking an active part in the affairs of the Society in other ways.

Companies who wish to participate in the activities of the Society may join the Society Company Members scheme. Companies wishing to join the scheme shall complete the application form provided by the secretariat or downloaded from the website. Subject to satisfying the membership criteria and confirming that they employ members of the Society and agree to operate in accordance with the Code of Conduct of the Society, they may be admitted as Company Members.

In accordance with Rule 6.5 of the Divisional Rules, the Society Board shall propose the annual subscription for Company Members as part of the annual Society Budget setting process.

4. GOVERNANCE OF THE SOCIETY

4.1 Society Officers and Qualifications.

The society shall have a Chair, at least one Vice Chair, and Chair of the Membership Committee, who shall be corporate members of the society. There shall be an Honorary Treasurer, who shall be a member. The Society Board may have other members and shall have at least three Corporate Members in addition to the Chair, any Vice Chairs and Chair of Membership. The CIBSE Board may also appoint one member to the committee.

The Society Board may appoint other officers with such functions and membership requirements as they may from time to time consider appropriate. Society Board members shall be elected or appointed to the Committee for a maximum term of three years, after which term they may either retire or offer themselves for re-election, subject to Rule 7.9 of the CIBSE Divisional Rules.

4.2 Co-option. Additional members of the Society may be co-opted onto the Society Board in a non-voting capacity. Co-opted members shall retire at the following Annual General Meeting. They may be nominated for election to the committee in the election process prior to the AGM.

4.3 Sub-committees. The Society Board may appoint and disband sub-committees and panels as required and nominate representatives of The Society to other bodies such as the British Standards Institution, subject to approval by CIBSE Technology Committee.

NOTE: The CIBSE Board approved terms of reference of the Technology Committee give them responsibility for external representation on behalf of the Institution.

4.4 Education and Membership Committee. This sub-committee shall be a permanent sub-committee and shall consider all matters of Society membership as well as facade engineering education and training, including continuing professional development.

4.4.1 Membership Panel. The sub-committee shall appoint a permanent Membership Panel to consider all applications for membership of the Society and for transfer between classes of membership and to make recommendations to the Society Board to approve or refuse applications.

Members of the Education and Membership Committee who serve on the Membership Panel shall be Corporate Members of the Society.

NOTE: Disciplinary matters are the responsibility of the CIBSE Professional Conduct Committee.

5. ELECTION OF OFFICERS AND MEMBERS OF THE SOCIETY BOARD

5.1 Society Board posts and elections. The Chair, Vice Chair(s), and Hon Treasurer shall be elected annually by ballot of all members of the Society. The Chair and Vice Chair(s) shall be corporate members of the Society. Non-corporate members may serve in any other positions.

The Society Board shall publish a list of nominations for the Officers and Society Board members at least three months before the Annual General Meeting of the Society, as set out in Section 8 of the Divisional Rules. All members entitled to vote may submit additional nominations for elected vacancies in writing to the Secretary within fortytwo days of publication of the lists of the Society Board's nominations, together with the written consent of each person to accept office if elected. Duly qualified persons nominated by no fewer than two members of the Society who are entitled to vote for them shall be added to the lists and the names of those making the nominations shall follow the name of the candidate on the ballot paper.

5.6 Membership Committee chair. The Chair of the Membership Committee shall be appointed by the Society Board. They shall serve for a maximum of four years and then retire or offer themselves for re-appointment.

6. INTERPRETATION

These rules are to be interpreted as a supplement and subsidiary to the CIBSE Rules for the Divisions and Societies of the Institution, the Regulations of the Institution and the By Laws.