

# Loss Prevention Panel Terms of Reference

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## Delegated Authority

By-Law 91 Regs 5,6,7	The Board may delegate any of its powers (other than the power to borrow money) to standing or special committees of the Board consisting of members (Voting or Non-Voting) provided that the chairman of such a committee is a Voting member.
By-Law 91	Learned Society Committee > Loss Prevention Panel
By-Law105	Publications

## Purpose

To assist and advise in the production of the Loss Prevention Bulletin, a bi-monthly journal that seeks to prevent future accidents in the process industries by investigating and disseminating the lessons learned from past incidents, sharing best practice and relevant news.

## Duties

The duties of the Loss Prevention Panel are as follows:

1. Identify hot topics in process safety and identify ideas for special issues.
2. Review papers submitted to the journal to ensure all submissions are of sufficient quality for publication.
3. Contribute or solicit article contributions to the Loss Prevention Bulletin.
4. Help with the planning and development of 'Toolbox Talk' safety presentations.
5. Advise and help the publisher with the future development of the Loss Prevention Bulletin as required.

Panel members are expected to participate in the electronic paper review process and to write or procure at least one paper per year.

## Membership

The Chair shall be an experienced safety professional who should normally have served as an ordinary member of the Loss Prevention Panel for no less than one year. The Chair will be appointed

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by the Learned Society Committee ('LSC') following consultation with members of the Loss Prevention Panel. The Chair will serve a term of three years, renewable once.

The Panel shall consist of a minimum of five members. These will be recognised safety professionals representing the full breadth of IChemE's international community and broad range of expertise.

Existing members may propose new people for Panel membership; invitations will be extended by the Learned Society directorate.

Membership is not restricted to IChemE members though their acceptance of a position on an IChemE body carries with it an obligation to comply, as far as relevant, with IChemE's Code of Conduct.

### Meetings

The Panel will ordinarily meet four times a year. The purpose of the meetings will be to plan special themed issues and future articles, and where necessary discuss papers and toolbox talks submitted for publication. The Panel will also be kept informed of LPB development plans and marketing efforts and invited to advise on these aspects as required.