



PROCEDURE

1. The membership of the Committee shall comprise of:
 - 16 ordinary members
 - One member from the General Council
 - One member from the Civil Service Group Executive Committee
 - One member from the Public Officers' Group Sectoral Panels
2. Subject to nominations having been received, eight of the ordinary seats on the Committee shall be held by Health and Safety Representatives from the Civil Service Group with a minimum of one seat allocated to each of the following grades:
 - General Service
 - Scientific and Comparable Grades
 - Support Grades
 - Agricultural Inspectorate
 - Professional and Technical Grades
3. Subject to nominations having been received, eight of the ordinary seats on the Committee shall be held by Health and Safety Representatives from the Public Officers' Group Sectoral Panels, with a minimum of one seat allocated to each of the following sectors:
 - District Councils
 - Further and Higher Education
 - NIHE
 - Libraries
 - Education
 - Voluntary and Community Sector
 - Health
4. In the event of a shortfall in the take up of seats on the Committee from either, these shall be filled through the election process to ensure the 16 ordinary seats are filled.
5. Branches are invited to nominate one Health and Safety Representatives from their own branch only to be elected to the Committee. Nominations should be made on Form 1b and submitted via the NIPSA website by **2pm on Wednesday 14 October 2026**.
6. A list of nominations received by the deadline will be issued to delegates in advance of the conference for information purposes only.

7. A ballot paper will be prepared for collection by each branch Health and Safety Representative(s) registered and in attendance at the conference.
8. Voting shall be on the basis of one vote for each branch Health and Safety Representative(s) registered and in attendance at the conference.
9. All branch Health and Safety Representatives who act in that capacity on behalf of a branch will be eligible to attend the Conference and will be entitled to vote in the election for the Health and Safety Committee.