



# AE(V) Membership Process

## Overview

- Guidance for registration, assessment, and re-registration of Authorising Engineers (Ventilation).
- Focuses on competence, independence, and professional accountability in healthcare ventilation systems.

## Core Requirements

- Comprehensive knowledge of HVAC and BMS/Controls systems across design, installation, commissioning, and operation.
- Completion of accredited AP (Ventilation) and Authorising Engineer training.
- Demonstrated ability to evaluate system performance and provide independent technical advice.
- Experience undertaking audits, AP assessments, and producing detailed technical reports.
- Active involvement in monitoring compliance and driving improvement actions.

## Evidence & Documentation

- Practice Report (~2000 words) demonstrating technical competence, analytical ability, and professional judgement.
- CPD Log with minimum 30 hours per annum across technical, legislative, and professional development areas.
- Commitment to SVHSoc Code of Conduct, independence, and impartiality.
- Evidence of communication skills across technical and non-technical audiences.

## Interview Process

- 10-minute presentation outlining understanding of AE(V) responsibilities and experience.
- Panel review of application, Practice Report, and CPD log.
- Discussion on recent work, decision-making, and application of standards.
- Assessment of technical judgement, independence, and awareness of industry developments.



## **Re-registration (3-Year Cycle)**

- Submission of updated CPD records and professional review (~1000 words).
- Demonstration of continued competence, knowledge development, and application of standards.
- Panel review with interview required if evidence is insufficient.