



Code of Conduct for Registered Authorising Engineers (Ventilation)

1.1 Definition of AE(V)

The AE(V) is designated by Management to:

Provide independent auditing and advice on ventilation systems used in healthcare premises

Review and witness documentation relating to validation and verification

1.2 Professional Conduct

The AE(V) shall provide independent and impartial advice to the client.

The AE(V) shall comply with the requirements described in HTM 00 – 2014, HTM 03-01 Part B, and other relevant documents.

1.3 Professional Collaboration

The AE(V) is required to liaise closely with other professionals across relevant disciplines.

1.4 Reporting Structure

The AE(V) shall have a clearly defined reporting route to the Designated Person and shall provide professional and technical advice to:

- AP(V)
- CP(V)



- Users
- Other key personnel involved in the provision of ventilation in healthcare premises

2. Principal Responsibilities

The AE(V) is responsible for:

Providing Management and others with general and impartial advice on all matters relating to healthcare ventilation

Advising Management and others on programmes of validation

Auditing reports on validation, revalidation, and annual verification

Advising Management and others on programmes of periodic tests and periodic maintenance

Advising Management and others on operational procedures

Advising Management on the appointment of AP(V)s and CP(V)s

3. Impartiality and Conflicts of Interest

The AE(V) shall exercise judgement impartially.

The following practices do not demonstrate appropriate impartiality and may lead to disciplinary action:

Receiving payment or benefit in kind associated with the awarding of a contract

Using the AE(V) appointment to promote or endorse any equipment or service for personal gain

Failing to declare a potential conflict of interest



4. Contractual Clarity

When offering AE(V) services, the AE(V) shall:

Fully describe the work to be undertaken

Clearly explain any interrelationship with associated companies

5. Conflicts with the Code of Conduct

Any request to enter into a contract that conflicts with this Code shall be referred by the AE(V) to the SVHSoc.

6. Dispute Resolution

If a dispute arises between a supplier and the client's appointed AE(V) concerning the accuracy or appropriateness of guidance given, the matter may be referred to the SVHSoc at info@svhsoc.com.