UKOPA

Governance

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Technical Seminar update
12th May 2016

UKOPA Technical Governance Group

- ❑ **Purpose**
- ❑ The purpose of the Governance Group is to provide assurance that technical work undertaken for UKOPA is of the appropriate quality, and has been formally reviewed and approved for implementation.

- ❑ **Objectives**
- ❑ The objectives of the Governance Group are to
  - ❑ Develop, monitor and report on the process
  - ❑ Review technical work undertaken for UKOPA and its Working Groups.
  - ❑ To ensure the Board's requirements are met in technical work undertaken for approved and implemented by UKOPA

- ❑ **Technical Governance process ensures that work is:**
  - ❑ Technically correct
  - ❑ Carried out be competent persons
  - ❑ Results, conclusions and recommendations are approved for acceptance
  - ❑ Documented

UKOPA Governance Group

- **Membership**
- The Technical Governance Group requires
    - Technical expertise relevant to work being reviewed for approval and implementation.

- **Inform & provide recommendations to UKOPA Board**
    - To ensure it is properly informed
    - Effective assessment of technical impacts
    - To obtain the best advice

- **Technical Group**
    - Chaired by a Board Member who will draft in representation from other UKOPA members and technical experts / Stakeholders as required

Organisational Model
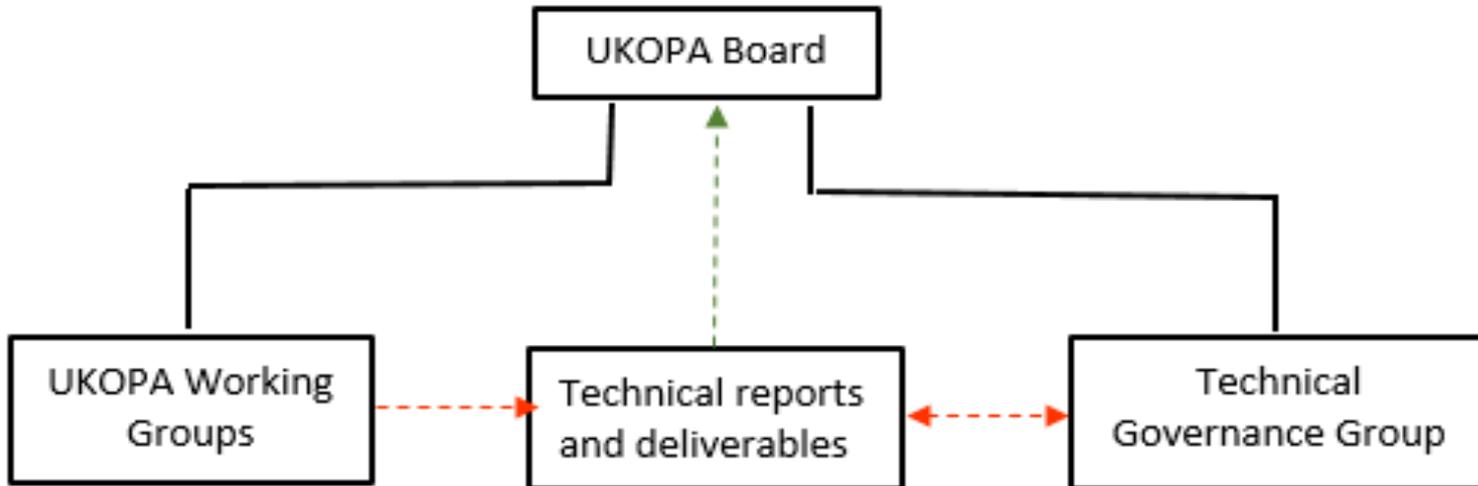
- ❑ To support the WGs in developing justifications for work to be submitted to the Board for approval

- ❑ Ensure the Board received appropriate advice

Document Control Procedure

Requirement	Details	Comments
Version	Numeric and date	Required to establish document chronology
Approval status	Draft, final, revised	Confirms document authority
Record of changes	Name / date	Table recording version, date confirmation of review and approval
Comments record - draft	Collated list of technical and editorial comments on draft	Collated list of comments received and agreed action
Comments record - published	Collated list of user / stakeholder comments	For use in document review

Document Approval - Record Template

UKOPA GPG Governance Summary Sheet – Project				
UKOPA/GP/xxx	Title	Version: Draft for approval	Issue Date	Review Date
Working Group	xxx	Subgroup formed to review and comment on document		
Document Development History	Subgroup teleconference to review document			
	Issued to ? for comment			
	Issued to WG for comment			
Independent Review	Name / Expertise	Comment		
UKOPA Review	Issued for comment			
HSE engagement/review				
WG Chairman Approval		Date		
Editorial check		Date		
Training Requirements				
Implementation requirements				
Governance Group Approval				

Thank you?

Professional engineering governance:
The critical need for quality engineering advice in the boardroom