

THE EUROPEAN MONITORING COMMITTEE (EMC) TERMS OF REFERENCE

Adopted by the General Assembly 07/10/2022

I. Scope and Objectives :

1. The ENGINEERS EUROPE By-Laws, in Article B9, establish a certain number of rules to be followed by the ENGINEERS EUROPE Committees.
2. The EMC shall consist of a committee of experts, nominated by the National Members of ENGINEERS EUROPE. Since January 2012 the EMC incorporated the scope and objectives of the former CPDC (Continuing Professional Development Committee), the EMC therefore also addresses CPD issues.
3. The EMC will monitor the composition and working methods of National Monitoring Committees (NMC).
4. The EMC will approve new programmes in schools listed in the ENGINEERS EUROPE European Engineering Education Database (EEED, former INDEX). Any update of the EEED must be proposed by one NMC, recommended or approved by the EMC or the Executive Board and implemented by the Central Secretariat.
5. The EMC will decide on all applications for the EUR ING title.
6. The EMC will advise the Executive Board on all procedures required to maintain and update the standards for registration and award of the EUR ING Certificate, as laid down in the Tutorial for the EUR ING.

II. Membership :

7. Membership of the EMC shall reflect the spectrum of engineering employment, as well as the variety of geographical regions, cultural background and engineering formation systems in ENGINEERS EUROPE. The composition of the EMC therefore ideally consists of five experts per ENGINEERS EUROPE Regional Group. The allocation of countries per Regional Group is as follows:
 - Group North : DK, EE, IE, IS, NO, RU, SE, UK
 - Group Centre : AT, BE, CH, CZ, DE, HR, HU, NL, PL, SI, SK, UA
 - Group South: BG, CY, ES, FR, GR, IT, KZ, MK, MT, PT, RS, RO, TR

8. There is no specific allocation of tasks to individual members within the EMC. The EMC members shall be engineers with expertise in the European professional formation systems, including both the engineering education and professional experience. EMC Members must be fluent in English, which is the working language of the Committee.
9. The members of the EMC are proposed by the National Members and appointed by the Executive Board, after recommendation of the EMC. They work in an independent capacity.
10. The EMC may invite observers or experts for very special and well defined purposes.
11. The Chair of the EMC is appointed by the Executive Board, upon recommendation of the EMC. Candidates for Chair, as well as Deputy Chair(s), are proposed by the EMC from amongst the members with at least one year of experience in the EMC prior to this appointment.

III. Mandate :

12. The period of office of the Chair, the Deputy Chair(s) and the members of the EMC is three years, one re-appointment being possible.
13. The following procedure shall be used for appointment of EMC members:
 - Formal declaration by the EMC Chair to the National Members
 - Proposals of candidates by National Members or group of National Members
 - Recommendation on the presented applications by the EMC
 - Appointment by the Executive Board.

IV. Meetings :

14. The EMC shall meet as required, physically and/or hybrid, and normally not less than four times a year.
15. The Executive Board may delegate further responsibilities to the EMC, indicating the time period of the delegation.
16. The Secretariat General provides the necessary secretarial support, drafts the agenda in cooperation with the Chair and ensures the minutes of the meetings, the distribution of related documentation and the follow-up of agreed actions

and decisions.