

## MEMORANDUM OF UNDERSTANDING

between

**INTERNATIONAL INSTITUTE OF RISK AND SAFETY MANAGEMENT**

and

**SAFETY GROUPS UK (SGUK)**

**This MEMORANDUM is made between:**

The International Institute of Risk and Safety Management henceforth referred to as "IIRSM" whose offices are located at No 1 Farriers Yard, 77 - 85 Fulham Palace Road, London, W6 8JA, United Kingdom.

and

Safety Groups UK and member Safety Groups, henceforth referred to as "SGUK" whose secretariat offices are located at c/o SGUK Secretariat, RoSPA, Livingstone House, 43 Discovery Terrace, Edinburgh EH14 4AP.

### 1. PREAMBLE

The purpose of this MEMORANDUM is to outline the arrangements for the collaboration in the field of Health, Safety and Risk Management.

### 2. AREAS OF COLLABORATION

Joint promotion of each organisation by both parties. To include promotion of IIRSM membership to participants of SGUK programmes.

- IIRSM Members encouraged to attend Group Meetings
- IIRSM flyers available at Group Meeting
- SGUK literature to be included in IIRSM UK member packs
- Promotion of SGUK activities via the IIRSM website



International Institute of  
Risk & Safety Management  
77 Fulham Palace Road  
London W6 8JA United Kingdom

T: +44 (0)20 8741 9100  
F: +44 (0)20 8741 1349

IIRSM is a charitable company limited by guarantee registered in England & Wales  
Charity Reg. No. 1107666 Company Reg. No. 5310696 VAT No. 153 909 104

[www.iirsm.org](http://www.iirsm.org)

Safety Groups UK  
Secretariat: **RoSPA**  
Livingston House, 43 Discovery Terrace  
Heriot Watt Research Park, Edinburgh, EH14 4AP  
T: 0131 449 9378

**PROMOTING HEALTH & SAFETY NATIONWIDE**  
Registered Charity No: 1048425  
Established 1947

[www.safetygroupsuk.org.uk](http://www.safetygroupsuk.org.uk)

- Opportunity to submit articles to RoSPA magazine
- Website links
- Joint meetings and initiatives when feasible
- Meetings will be held between the IIRSM and SGUK contacts at intervals not exceeding 6 months to review the results of the collaboration and to identify future joint opportunities.
- A senior representative from IIRSM will remain an active member of the SGUK Management Advisory Committee.

Neither party has the authority to commit the other party to any act, responsibility or liability unless that other party has given such prior authority in writing.

### 3. FINANCIAL ARRANGEMENTS

Any financial commitments required require the signature of authorised representatives of the parties.

For the purpose of clarity, each party is responsible for all costs pertaining to that party that arise out of the fulfilment of this Memorandum.

### 4. TERM OF MEMORANDUM

This Memorandum will be reviewed annually from the date of original signatory.

Either party giving the other party 3 months' notice in writing may terminate this Memorandum.

This Memorandum may be amended or varied from time to time provided that such amendments or variation is in writing and signed by the parties.

### 5. COMMUNICATION

#### For IIRSM:

Name: Clare Fleming (Director of Marketing and Communications)

Address: C/O IIRSM, No1 Farriers Yard, 77 – 85 Fulham Palace Road, London, W6 8JA.

Email: [clare.fleming@iirsm.org](mailto:clare.fleming@iirsm.org)

Tel: 07795 398 112 – D/D 020 8600 2378



International Institute of  
Risk & Safety Management  
77 Fulham Palace Road  
London W6 8JA United Kingdom

T: +44 (0)20 8741 9100  
F: +44 (0)20 8741 1349

IIRSM is a charitable company limited by guarantee registered in England & Wales  
Charity Reg. No. 1107666 Company Reg. No. 5310696 VAT No. 153 909 104

[www.iirsm.org](http://www.iirsm.org)

Safety Groups UK  
Secretariat: **RoSPA**  
Livingston House, 43 Discovery Terrace  
Heriot Watt Research Park, Edinburgh, EH14 4AP  
T: 0131 449 9378

**PROMOTING HEALTH & SAFETY NATIONWIDE**  
Registered Charity No: 1048425  
Established 1947

[www.safetygroupsuk.org.uk](http://www.safetygroupsuk.org.uk)

**For SGUK:**

Name: Carolyn Reid

Address: c/o RoSPA, Livingstone House, 43 Discovery Terrace, Edinburgh EH14 4AP.

Email: [creid@rospa.com](mailto:creid@rospa.com)

Tel: 0131 449 9378

If the designated contact changes during the course of this Memorandum, it is agreed that a replacement will be substituted and contact details forwarded immediately.

**6. COPYRIGHT**

All right, title and interest in copyright and all other materials supplied by both parties shall, together with any improvements or modifications, at all times remain vested with the supplying party.

**7. NO CONTRACT**

This document is not intended to create binding or legal obligations on the parties.

**8. FORCE MAJEURE**

Neither party will be liable for failure to perform its obligations under this Memorandum if such failure results from circumstances, which could not have been foreseen and which are beyond the parties' reasonable control.

**9. NON-EXCLUSIVITY**

This proposal will not hinder the collaboration, which already exists or will be established in the future by either party with a third party.

**10. NO PARTNERSHIP**

Nothing in this proposal is intended to create, or be deemed to create, a partnership, or the relation of employer and employee between parties.

**11. DISPUTES**

In the event of any dispute emerging, the parties agree to solve the problem by way of mutual and responsible negotiation.



International Institute of  
Risk & Safety Management  
77 Fulham Palace Road  
London W6 8JA United Kingdom

T: +44 (0)20 8741 9100  
F: +44 (0)20 8741 1349

IIRSM is a charitable company limited by guarantee registered in England & Wales  
Charity Reg. No. 1107666 Company Reg. No. 5310696 VAT No. 153 909 104

[www.iirsm.org](http://www.iirsm.org)

Safety Groups UK  
Secretariat: **RoSPA**  
Livingston House, 43 Discovery Terrace  
Heriot Watt Research Park, Edinburgh, EH14 4AP  
T: 0131 449 9378

**PROMOTING HEALTH & SAFETY NATIONWIDE**  
Registered Charity No: 1048425  
Established 1947

[www.safetygroupsuk.org.uk](http://www.safetygroupsuk.org.uk)

Both parties confirm their agreement to the matters set out in this Memorandum of Understanding.

**SIGNED:**

By duly authorised for and on behalf of:

**INTERNATIONAL INSTITUTE OF RISK AND SAFETY MANAGEMENT**

**NAME:** Andy Hawkes

**POSITION:** President

**DATE:** 28.1.19

**SIGNED:**



By duly authorised for and on behalf of:

**SAFETY GROUPS UK (SGUK)**

**NAME:** Norman Stevenson

**POSITION:** Chairman

**DATE:** 28/01/2019

**SIGNED:**



International Institute of  
Risk & Safety Management  
77 Fulham Palace Road  
London W6 8JA United Kingdom

T: +44 (0)20 8741 9100  
F: +44 (0)20 8741 1349

IIRSM is a charitable company limited by guarantee registered in England & Wales  
Charity Reg. No. 1107666 Company Reg. No. 5310696 VAT No. 153 909 104

[www.iirsm.org](http://www.iirsm.org)

Safety Groups UK  
Secretariat: **RoSPA**  
Livingston House, 43 Discovery Terrace  
Heriot Watt Research Park, Edinburgh, EH14 4AP  
T: 0131 449 9378

**PROMOTING HEALTH & SAFETY NATIONWIDE**  
Registered Charity No: 1048425  
Established 1947

[www.safetygroupsuk.org.uk](http://www.safetygroupsuk.org.uk)