

2022 ANNUAL REPORT



CELEBRATING 40 YEARS OF PROTECTING AUSTRALIAN WORKER'S HEALTH



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About Us

The Australian Institute of Occupational Hygienists Inc. (AIOH) represents professionals working in occupational hygiene in Australia. Established in 1980, membership is open to both professional occupational hygienists and to those with an interest in worker health protection and a healthier work environment.

Our mission is to promote healthy workplaces and to protect the health of workers through the advancement of knowledge, practice, and standing of occupational health and occupational hygiene.

The AIOH is a founding member of the International Occupational Hygiene Association (IOHA), and many Australian occupational hygienists are engaged in occupational hygiene research with international collaborators. As such, the AIOH brings worldwide experience and insights on a range of occupational hygiene issues. The AIOH is the voice for the occupational hygiene profession, focused on providing leadership, education and evidence-based practice for healthy workplaces.

The AIOH supports our members and workplaces through our activities, including:

- Advocacy for worker health protection
- Representation on national and international panels, committees and working groups
- Education for members and non-members
- Mentoring the next generation of occupational hygienists
- Professional development
- Professional membership and certification pathways
- Delivery of awareness initiatives
- Accreditation programs
- Support for health promotion and protection initiatives
- Support for other bodies and associations
- Collaboration with other organisations and international associations
- Delivering the leading conference and exhibition in occupational hygiene
- Communication to our members and stakeholders





AIOH Strategic Plan 2018 - 2023

Our Vision

A healthy workplace for all.

Our Mission

Our mission is to promote healthy workplaces and protect the health of Australian workers through application of the knowledge, practice and standing of occupational health and occupational hygiene.

Our Strategic Themes

01 Business Minded Approach

Our objectives are to:

- establish efficient & effective business operating systems
- have robust stewardship processes & regulatory compliance
- maintain financial viability
- be an employer of choice

02 Professionalism

Our objectives are to support:

- recognition of COH expertise
- clear membership development pathways
- provision of education & professional development programs suitable to each membership grade
- maintain ethical occupational hygiene practice
- inclusiveness

03 Enhanced Profile

Our objectives are to support our recognition as leaders in worker health protection by

- regulators & government
- industry & workplaces
- workers
- allied health professionals
- kindred societies
- public & community

04 Advocacy & Influence

Our objectives are to support:

- engagement with key stakeholders
- effective internal & external communication
- representation & promotion of the profession nationally & internationally
- diversification & expansion of membership

05 Organisational Agility

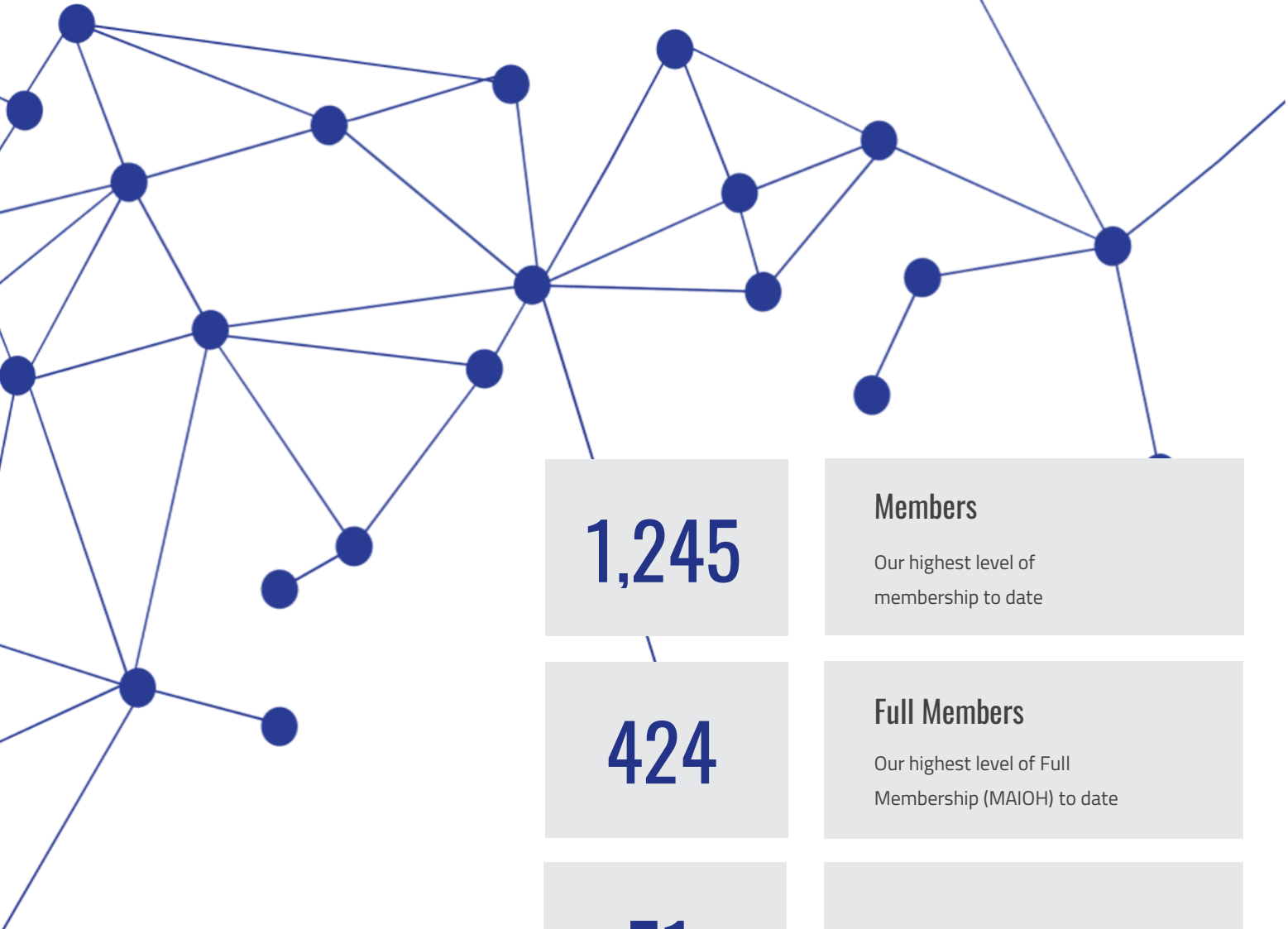
Our objectives are to support:

- productive & responsive committees & working groups
- high levels of membership engagement in committees & working groups
- a clear, focused, well communication strategy that meets organisational needs

Our Values

Integrity **Respect** Empathy

Inclusivity Objectivity



Membership Snapshot

1,245

Members
Our highest level of membership to date

424

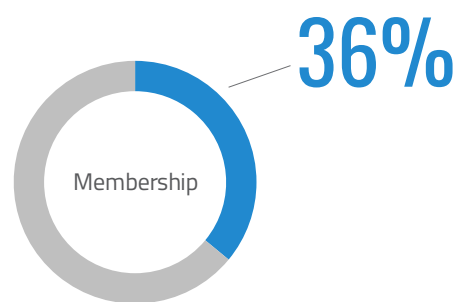
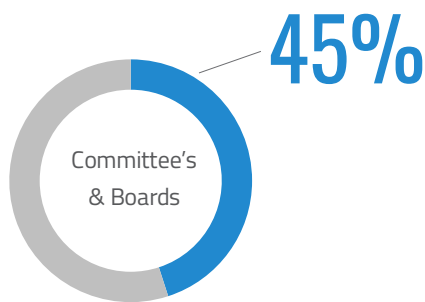
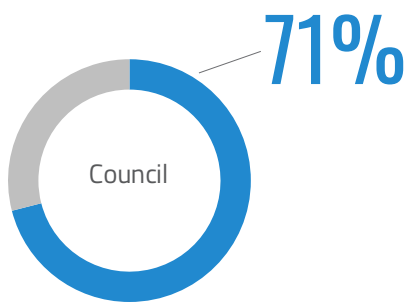
Full Members
Our highest level of Full Membership (MAIOH) to date

51

Fellow Members

191

Certified Occupational Hygienists



■ Male ■ Female

Our 2022 Council



Kate Cole OAM

President



Tracey Bence

President-Elect



Neil Goulding

Secretary



Aleks Todorovic

Treasurer



Dr Kelly Johnstone

Councillor



Melanie Windust

Councillor



Candice Dix

Councillor

Our 2022 Office Team



Dr Sharann Johnson AM
Business Manager

Michelle Portelli
Conference & Events Manager



Alicia Gorman
Membership Manager



Craig Price
Accounts



Representation & Advocacy

The AIOH provides a voice for occupational hygienists and contributes to a wider health agenda through representation on many external committees and working groups. The AIOH would like to thank the many AIOH member representatives for 2022 who are listed below.

Asbestos Safety & Eradication Agency

Management & Removal Committee – Andrew Orfanos

Asian Network of Occupational Hygiene

Board Member – Dino Pisaniello

Australasian Radiation Protection Accreditation Board

Board Members – Michelle Power, Terry Gorman, Brian Eva, Dean Crouch

Australian OHS Education Accreditation Board

Board Member – Jane Whitelaw

Australian Government, Department of Health

Biotoxins-related Illnesses Advisory Committee (BIAC) – Maggie Davidson

National Occupational Respiratory Disease Registry – Deborah Glass

National Silicosis Prevention Strategy (NSPS) National Action Plan (NAP) | Expert Steering Committee – Kate Cole,

Reference Group – Deborah Glass

International Occupational Hygiene Association

Board Member – Andrew Orfanos

National Accreditation Recognition (NAR) Committee – Sharann Johnson

Education Committee – Kelly Johnstone

Communications Committee – Kelly Jaunzems

SafeWork NSW

Advisory Committee Member for the NSW Code of Practice Tunnels Under Construction – Kate Cole

Demolition & Asbestos Consultative Committee Member – Andrew Orfanos

Industry Advisory Group, Quantifying & assessing the burden of harm associated with welding fume – Mitchell Thompson

Standards Australia

Asbestos Working Groups – Yanel Lara

Emergency Eyewash & Shower Equipment – Venessa Burley

Indoor Air – Philip Turner

Methods for Examination of Workplace Atmospheres – Robert Golec

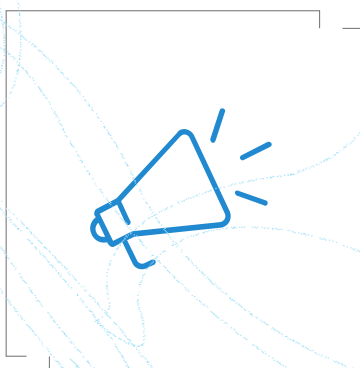
Occupational Respiratory Protection – Terry Gorman

Safety in Laboratories – Karen Wiersma

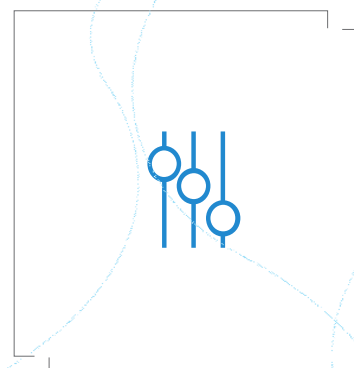
Vibration & Shock Human Effects & Acoustics – Beno Groothoff

Weld Australia

Welding Safety Council – Linda Apthorpe



**A voice for occupational
hygienists**



**Connecting expertise
with policy**

State Liaison Officers

State Liaison Officers (SLOs) are appointed by Council to represent the interests of the AIOH in each State or Territory. SLOs liaise with Council on the views of members who reside in that State or Territory, which includes providing opportunities for the professional development of those members. SLOs are the primary contact point for members, particularly for new and relocated members. SLOs also coordinate regular local networking and professional development activities such as State Chapter Meetings, site visits, seminars, and other presentations. We would like to thank the SLOs for 2022 who are listed below.



Carmen Naylor
NSW



John Tiong
NSW



Kerry McDougall
NSW



Nicola Power
ACT



Simon Ercole
VIC



Kirsty Bouskill
WA



Sally Horsnell
NT



Pamela Atkinson
TAS



Jodi Dawson
QLD



Deborah Van Zanten
QLD



Gama Gamato
QLD



Robyn Harn
QLD



Kate Gibbs
SA



Shelley Rowett
SA

Council Award Winners

The AIOH Council Awards are prestigious awards that celebrate the enormous contribution of our members to the occupational hygiene profession and the AIOH.



2021 Fellows

Fellow Members are those that have made a distinguished contribution to the advancement of the profession of occupational hygiene.

In 2021, Fellow Membership was awarded to Dr Raelene Young, Andrew Orfanos, Peter Knott, and Fritz Djukic (photo – left).

Pam de Silva Medal

The Pam de Silva medal is the pre-eminent award of the AIOH. It is awarded to members of the Institute who have demonstrated their outstanding commitment over many years to the principles of leadership and scientific integrity in the field of occupational hygiene.

This award was established to commemorate the leadership and scientific integrity in the field of occupational hygiene by Pamela Elizabeth de Silva (1930 - 1997). Pam de Silva was a person of great principles and strength and her willingness to challenge orthodox scientific views was renowned. She has had an enormous influence on occupational hygiene in Australia.

The Pam de Silva medal was awarded to Ian Firth, who is a long-standing member of the Institute since 1985. Ian has demonstrated the key values of the award of outstanding service to the AIOH, Leadership and Scientific Integrity in the profession of occupational hygiene. Ian (left) is pictured with 2021 President Dr Ross Di Corleto (right).



Celebration of Achievement Award

The AIOH Celebration of Achievement Award was established to recognise the considerable contributions made by a member to the long-term development of our the AIOH and the practice of occupational hygiene.

Mark Reggers was awarded the Celebration of Achievement Award in 2021 (photo – right)

Outstanding Service Award

The AIOH Outstanding Service Award celebrates and recognises the considerable contribution made by one of our members to the long-term development of the AIOH, and to the overall development and advancement of our members.

Noel Tresider was awarded the Outstanding Service Award in 2021.



Professional Development Award Winners

The AIOH are committed to the professional development of our members and we are very fortunate to have long standing supporters of our Professional Development Awards



Air-Met Scientific Professional Advancement Award

This Award provides an opportunity for professional development through attendance at the American Industrial Hygiene Conference and Exposition (AIHCE) and an invitation to travel, post-AIHCE, to SKC Inc in Pennsylvania and other industry and government institutions in USA and / or Canada.

Mark Reggers was awarded the 2021 Air-Met Scientific Professional Advancement Award.

Draeger Safety Pacific Young Hygienist Award

This Award is aimed at young hygienists and comprises travel to the BOHS Conference in the UK and Draeger's research & development facility in Germany and other industry and government institutions in the UK or Europe.

Candice Dix was awarded the 2021 Draeger Safety Pacific Young Hygienist Award.



Active Environmental Solutions Postgraduate Scholarship Award

This award provides for attendance at an AIOH accredited post-graduate course majoring in occupational hygiene, or at an Australian based academic postgraduate course where the subject matter studied is principally occupational hygiene.

Hamish Rae was awarded the 2021 Active Environmental Solutions Post Graduate Scholarship Award.



Industrial Scientific AIOH Conference Package Award

This Award facilitates the attendance at the Annual AIOH Conference and Exhibition of a deserving member of the Institute.

David MacGill was awarded the 2021 Industrial Scientific AIOH Conference Package Award.



3M Best Conference Paper Award

Christopher Williams was awarded the 2021 Best Conference Paper Award for his paper entitled, "Risk identification and strategic control implementation a multidisciplinary approach and the role of the occupational hygiene professional".

AMCOSH Best Conference Poster Award

The Best AIOH Conference Electronic Poster Award was awarded to Srijeeta Ratnayake for her poster entitled, "Fitzroy Gasworks: Overcoming OHH Challenges During Large Scale Site Remediation".

President's Report

On behalf of the AIOH, I am pleased to present the 2022 Annual Report. It describes our key achievements for the past year, the benefits for our members, and our work to support our vision for a healthy workplace.

As this report will show, the AIOH have not only survived the continuing impacts of the pandemic, but we have come out the other side with highly engaged and increasing numbers of members, an enhanced profile, relevance and credibility.

The AIOH plays a critical role in protecting worker health, and much progress was made this year on our strategic plan. Some of our achievements against this plan are highlighted below.

Business Minded Approach

At the start of the year we embedded the role of the Business Manager to manage the breadth and complexity of the modern day AIOH operations. Later in the year we then transitioned this role into that of our new Operations Manager to continue to manage and to support the effective functioning of our Institute.

We have progressed our project on digital transformation which has reduced manual accounting and enhanced our financial reporting. We launched our new website in December 2021, which provided a more user-friendly experience for our members and visitors, and a significantly easier way to log and maintain COH points.

We have continued to improve our efficiency as Councillors through the use of various electronic platforms including MS Teams, SharePoint, Monday.com, and Decisions, all of which have improved productivity and in parallel, reduced the time and travel commitment for Councillors and costs to the AIOH.

To further support our governance processes, we commenced company director training for our Councillors, we developed the Terms of Reference for the new Strategic Risk Advisory Committee and that Committee was successfully formed. We have also documented our first AIOH Operations Standard Operating Procedure.

Professionalism

Our members will know that we have a number of programs and initiatives that support our mission to promote healthy workplaces and protect the health of Australian workers. We added a significant number of programs and educational opportunities in 2022 to expand on our existing offering.

We released a competitive Expression of Interest for the delivery of the OHTA W501 Measurement of Hazardous Substances course by an Authorised Training Provider. We subsequently finalised an agreement with OHMS to deliver this course.

We launched a course on illicit drugs and contamination which provides expert knowledge on how to undertake evidence and risk-based assessment and management of these environments in a safe and efficient manner.

To further support the professional development of our members, we launched the Career Pathway program. We delivered seven Basic Principles of Occupational Hygiene courses. We delivered virtual COH exam preparation training to prepare potential candidates, and we ran those COH exams around the Country. We also consolidated and uploaded many of our conference papers, webinars, and masterclasses onto our webpage to support our members development. Further, we released Position Papers on Isocyanates, Welding and Cutting Fume and Chromium VI.

We also continued to financially support organisations which contribute to the continued growth of professionalism in occupational hygiene. These included a donation of \$10,000 to the Occupational Hygiene Training Association (OHTA), \$10,000 to the AIOH Foundation, \$2,000 to the Australasian Radiation Protection Accreditation Board (ARPAB), \$3,676 to the International Occupational Hygiene Association (IOHA), \$1,000 to the Asian Network of Occupational Hygiene (ANOHI) and \$335 to the Sue Davies Foundation, from the proceeds of the AIOH Headshot café at our annual conference.

Our professional flagship projects continue to grow and improve. Both Breathe Freely Australia and RESP- FIT continue to play an important part in improving conditions in Australian workplaces.

Enhanced Profile

The AIOH is represented across many Government and Regulatory committees, with our highly sought-after expertise being a crucial part of developing practical and sage advice for worker health protection. Recognising the important work of health and safety regulators, we continued to support regulatory authorities with advice and hosted many webinars featuring their significant work in 2022.

We have been 'seen' in many places this year. From prime-time television to radio and print media and across many external forums, I am proud of the work that we have achieved in enhancing our profile as leaders in worker health protection. Some of the places that have had the privilege of being featured or presenting at this year include:

- Channel Ten's The Project, for their story on Australia's Covid Infections
- The Air Conditioning & Mechanical Contractors Association (AMCA) Building Ventilation Summit
- The Association of Biosafety for Australia & New Zealand (ABSANZ) Conference
- The Australian Workers Union Annual Conference
- The British Occupational Hygiene Society Annual Conference
- The Indonesian Industrial Hygiene Association and ANOH Conference
- The Integrated Bioscience and Built Environment Consortium (IBEC) webinar series
- The Malaysian Industrial Hygiene Association Annual Conference
- At NSW Parliament for the review of the NSW Dust Diseases scheme
- At Science and Technology Australia's Science Meets Parliament

While our professional education and development opportunities typically target our members, we sought to expand our education offering to non-occupational hygienists. We therefore worked to finalise an agreement and have subsequently launched a series of e-Learning awareness courses on dust and mould through a partnership with GCG Tech Labs. These educational offerings not only get vital information out to a wider audience to help keep workers safe, but they also contribute to enhancing the profile of the AIOH as the leaders in such information.

This year we also worked in partnership to endorse the content of a series of courses aimed at workers. We endorsed the content of the nationally accredited course 1083ONAT Crystalline Silica Exposure Prevention and supplements to that course that target tunnelling and demolition trades.

Recognising the challenge of creating the next generation of hygienists, we worked to raise awareness of our profession to high school students. To that end we worked with career profiling companies who have now included our career and are recommending it when a student's aptitude and skills matches our work profile. We hope that this inspires school students to explore such a meaningful profession as ours.

On the other end of the career scale, we were delighted to be able to secure a new professional development award in 2022. The Eurofins Innovation Award is a fantastic addition to the professional development awards offered by the AIOH and I look forward to seeing the outcome of this opportunity.

Finally, we signed two further Memorandum of Understandings in 2022 which were with the Australasian Radiation Protection Accreditation Board (ARPAB) and the Australasian Radiation Protection Society (ARPS). These agreements are valuable to us because we recognise that members of our profession's expertise overlaps into other scientific areas.

Advocacy & Influence

The AIOH made many submissions to external stakeholders in 2022 that represented the voices of occupational hygienists, with "evidence-based advocacy" being the theme of our work. Recognising that a key gap existed in the literature surrounding the experiences of occupational hygienists and the management of respirable crystalline silica in Australian workplaces, the External Affairs Committee successfully closed that gap through leading a nation-wide survey and publication of that work in the Annals of Work Exposures and Health.

Our representation and work across many committees formed a crucial part of continuing to advocate for worker health protection across Australian workplaces. Some of the newer committees and work that was supported this year included:

- Department of Health National Silicosis Prevention Strategy, the Monitoring & Evaluation Framework, & the Registry Build Advisory Group
- Lung Foundation Australia Expert Steering Group and the Reference Group.
- The NSW Demolition and Asbestos Consultative Committee.
- Safe Work Australia through informing the Regulatory Impact Analysis
- SafeWork NSW on their update to the Code of Practice for Tunnels under Construction
- Commit2Care, the joint AIHA and International Built Environment Council (IBEC) initiative

Our internal and external communication improved this year with improvements to our website, the addition of our new quarterly e-Magazine known as "The Filter" and a reinvigorated social media feed across LinkedIn, Facebook and Twitter.

Our establishment of the AIOH Foundation in 2016 was a game-changer in our ability to fund initiatives that prevent occupational disease. This year several grants were awarded to well-deserving projects and initiatives that will help achieve that vision.

Organisational Agility

We have been incredibly agile over the past few years, through adapting many of our work practices and services to members throughout the COVID pandemic.

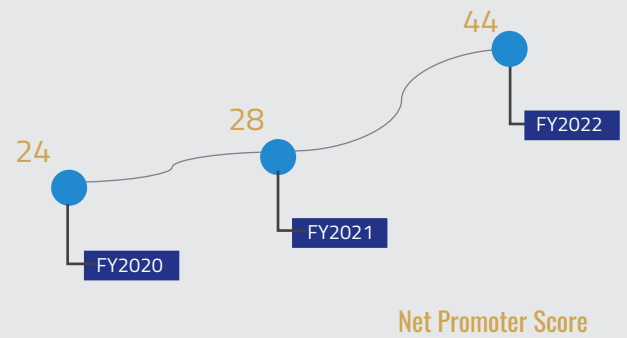
We were delighted to be able to successfully deliver a re-scheduled 2021 Conference to provide face-to-face professional development for our members. This year also saw us commence planning for three more Conferences (2022, 2023 and 2024), which enables longer-term planning for the committees associated with these events.

This year we finalised the Committee Review Report and associated recommendations that aimed to improve efficiencies for the many volunteers on our numerous committees. We also reviewed all State Liaison Officers (SLOs) and endorsed new SLOs for 2022.

We worked to enhance member understanding of the role of the Institute's internal and external facing groups through regularly communicating updates at the Conference, on webinars, and "The Filter". We also created a long-term succession plan for the Executive and for Council.

During the 2022 financial year we processed 349 member applications, and we have the highest numbers of professional and non-professional members in our history. Recognising that we also have some of the highest numbers of retired members, our Certification Board worked exceptionally hard this year holding Certifications exams around the country in different states.

The Net Promoter Score is a metric that helps measure and predict customer loyalty. We received the highest Net Promoter Score recorded to date, which is a reflection of the improved services provided to our members over the past year.



I would like to thank and acknowledge the great work of our members on the many Boards and Committees that supported our Institute this year. They are the power houses of the work that gets put out and is what makes us successful.

I would also like to thank the 2022 Council and the AIOH Operations staff for their unwavering support during my Presidency. It has been a true joy, honour and privilege to serve the AIOH as President, and I am proud of the work and progress achieved this year. I have absolute confidence that the 2023 Council, under the impeccable leadership of Tracey Bence, will further progress our strategic vision and continue to positively affect the lives of workers in this great country.

Kate Cole OAM
2022 AIOH President



Honorary Treasurer's Report

The Australian Institute of Occupational Hygienists Inc. (AIOH) financial position for the year ended 30th June 2022 is summarised in the following report.

The appointed Auditor of the AIOH accounts for the Financial Year 2021/22 is Ms Zeina Moran, Partner, of Moran Chartered Accountants, 650 Nicholson Street, Carlton North, Victoria 3054.

Total income was \$1,462,501, while total expenditure was \$1,212,064 leaving an operating surplus of \$250,437.

Being able to formulate a budget in the FY22 had similar challenges as that to the financial year previously. At the time of the budget preparation and subsequent presentation to Council for endorsement, the visibility as to when the economy would open, and lock downs be removed was severely reduced. Again, as with the previous year, a conservative approach was taken with a view of revisiting the budget as time and conditions changed. This was evident with the postponing of the annual conference from November 2021 to March 2022. This was also the case with other services that the institute provided such as the Basic Principles Course (BPC), state chapter meetings, and other face to face activities.



Figure 1 – Snapshot of Financial Performance FY22

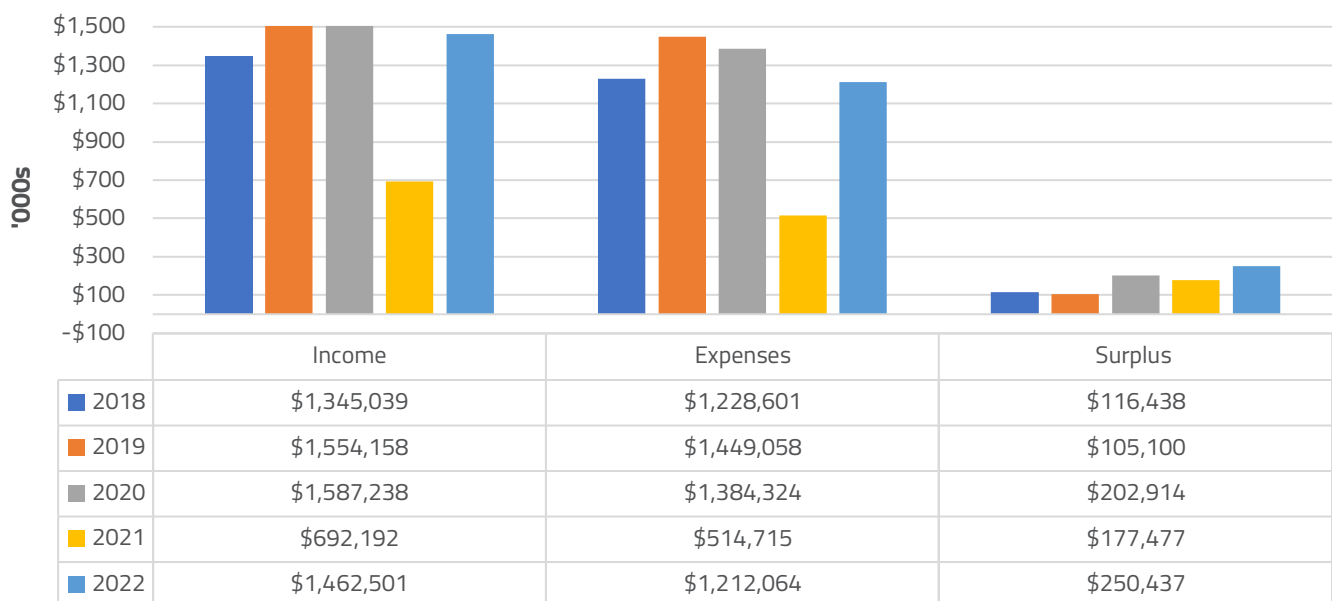


Figure 2 - Revenue, Expenses & Surplus 2018 - 2022

Major Income Sources

The total income was \$1,462,501. The annual Conference although postponed until March 2022 (the same FY), generated \$693,721 in income. Membership subscriptions and Certifications provided a major source of income in FY22 totalling \$209,734, and \$60,300 respectively totalling \$270,034, an increase on the previous year. The budgeted income for memberships and certifications was \$266,305. This reflected the commitment by members to renew their memberships and the efforts by the team in the office to arrest the previous churn of associate members.

Further income was generated by other AIOH conducted events. The nett income received from the BPC's was \$375,022. Programs invested in by the AIOH such as RESP-FIT continue to perform well from a revenue perspective, with the income in FY reaching \$81,494. There was no Government support in the FY.

Figure 3 shows the major nett income sources in the 2021/2022 FY with previous years comparison

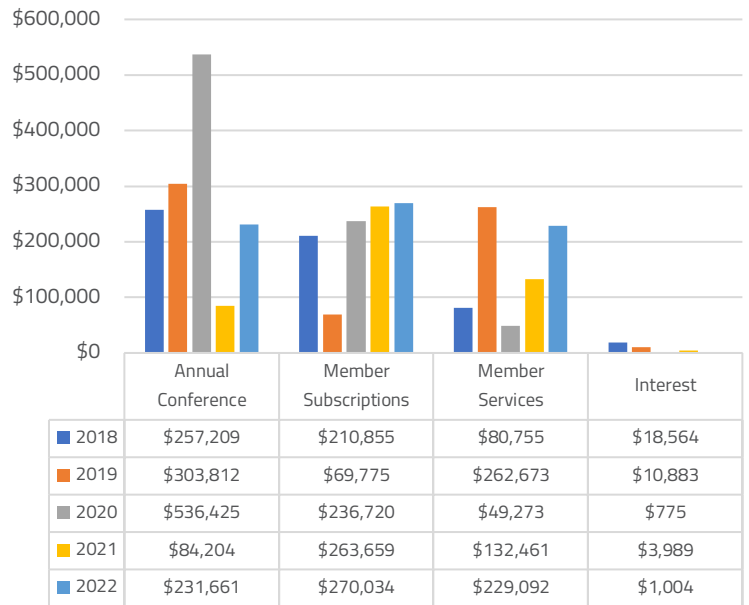


Figure 3 – AIOH Net Income Sources 2018 - 2022

Major Expenses

Expenses totalled \$1,212,064. These figures are generally in line with other years. The Conference expense totalled \$462,136. Expenses outside those attributed to the Conference were 2.5% over what was expected. Travel and Council costs were under budget (89%); however, website and IT costs were above budget. Subscription costs for items such as Office 365, Monday.com, other collaboration and member services software was \$41,000 against a budget of \$16,000. Council has reviewed the number of subscriptions that are required and have reduced them accordingly.

Accountancy and legal costs were in line with expectations and recruitment costs were lower than the previous year as staff movements were limited.

All other expenses were relatively in line with previous years or the budget expectations. Council is committed to ensuring that expenses are kept to an acceptable level.

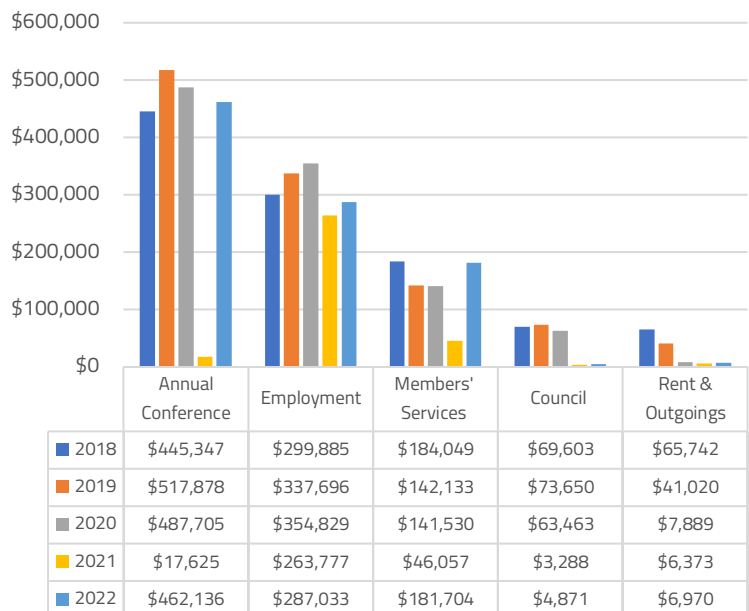


Figure 4 – AIOH Top 5 Expenses 2018 - 2022

Assets and Liabilities

Total assets increased to \$2,235,566 from \$2,069,312 with most of the assets being cash reserves (\$1,642,070).

Total liabilities of \$237,523 include trade and other payables such as advance payments for events such the Conference and BPC courses.

A summary of AIOH assets, liabilities, surplus (deficit) and retained members funds are shown in Figure 5. Total assets, member funds and net surpluses continue to grow.

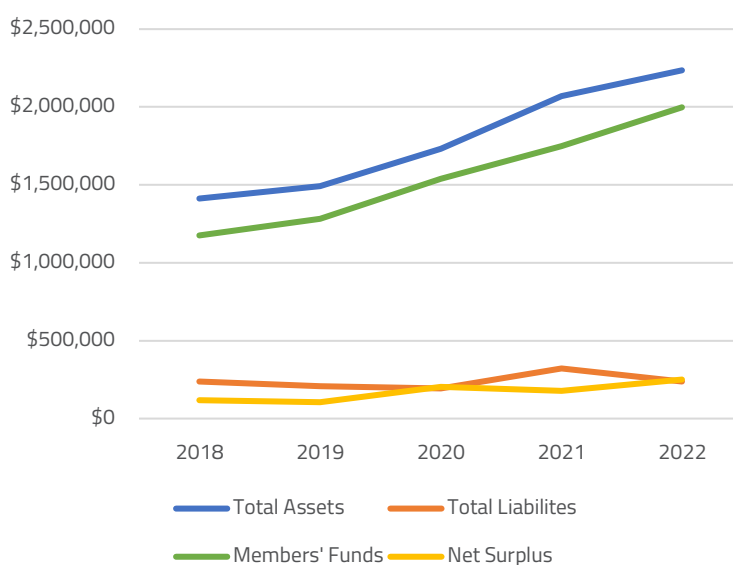


Figure 5 – Assets and Liabilities

Conclusion

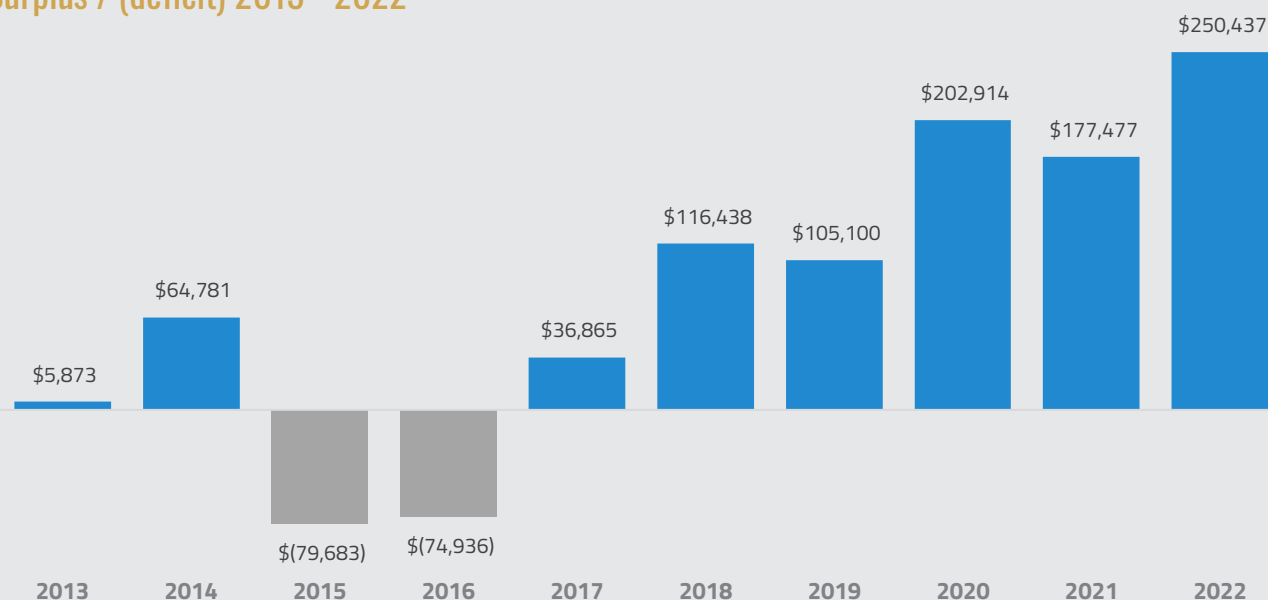
The AIOH can meet its obligations when they fall due. The Council believes that the AIOH is in a strong financial position with a healthy balance sheet, which continues to improve.

As the Institute continues to implement and develop further elements of its digital transformation plan, it is envisaged that more efficiencies can be found in the delivery of member services, whilst continuing to expand its field of view to look for opportunities that provide a high level of member value.

The continued efforts of all the committees, administration team, current Council and the committed and loyal members who contribute in many ways, continues to ensure the financial viability of the AIOH. Sincere thanks to all.

Aleks Todorovic
Honorary Treasurer

Surplus / (deficit) 2013 - 2022



Secretary's Report

2022 was another successful year where we built on great work from previous Councils by completing key milestones from the five-year strategic plan. Notably, from a Secretary perspective, we deployed software to improve meeting administration, decision making and activity tracking to enable Council and Executive to manage the current work items and key programs. As pandemic restrictions eased, meetings continued to be a blend of virtual and physical meetings which will likely become the norm into the year which saves time for the Council/Executive and costs to the AIOH.

This year we saw changes to our office team:

- Michelle Portelli replaced Baeu Medina as our Conference & Events Manager in March 2022
- Phillip Marzella joined as Operations Manager in October 2022 replacing Sharann Johnson as our Business Manager

Finally, I would like to acknowledge and thank our AIOH office team for their efforts during the year:

- Craig Price who continued to pay the bills and provide office-based support during the pandemic government restrictions while the other office staff worked from home.
- Alicia Gorman who improved and continues to improve that personalised member experience, increase member numbers and support her key committees.
- Sharann Johnson for cleaning up the office, updating key operations documentation and facilitating the final upgrades to our website.
- Michelle Portelli who set up the Brisbane conference in record time and scheduled numerous training programs and webinars.
- Baeu Medina for facilitated the delivery our first face-to-face AIOH conference in Sydney since 2019.

Neil Goulding
Honorary Secretary



Committee Reports

Numerous committees and working groups provide advice and input to Council and the high-level operations of the AIOH.

The AIOH is fortunate to have many members who volunteer their time to work on our committees and working groups. The AIOH Council recognises and appreciates their involvement.



Awards & Sponsorship

Committee

Five main AIOH Professional Development Awards will be granted in 2022, they include the AIOH:

- Airmet Professional Advancement Award
- Drager Young Hygienist Award
- Active Environmental Solutions Postgraduate Scholarship Award
- Eurofins Innovation Award
- Industrial Scientific Conference Package Award

We are enthused to introduce a new award in 2022, the AIOH - Eurofins Innovation Award. We have been working closely with Eurofins to enhance the relationship and sponsorship potential to continue the advancement of our membership. This new award looks to promote innovation within the occupational hygiene industry, an area that past and present awards have yet to focus on.

This new award will open fantastic opportunities for our members to demonstrate their innovative approaches to advance occupational hygiene solutions within Australian and international workplaces. The successful 2022 awardee will be announced at the AIOH Gala Dinner.

Covid and other issues created delays in travelling for some of our past awardees. For instance, Carmen Naylor, the 2019 Draeger Australia Professional Development for Young Hygienists Awardee, was unable to travel to the relevant 2020/2021 international conferences and associated professional side visits, and hence their travel has been put on hold until 2023. This will mean that we may have winners from 2019 and 2022 travelling at the same time for the Draeger overseas travel awards.

Following the difficulties of the past few years, this year we have returned to a new normal. Thankfully our professional development award system can now recommence without travel restrictions, so those AIOH members who aspire to rise to the top of the profession please feel free to approach members of the Committee to ask how you can improve your chances when you apply next year. Our advice is open and freely given to all who seek it.

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The 2022 committee members are Melanie Windust, Alan Rogers, Samantha Clarke, Brett Young, Carmen Naylor, Mitchell Thompson and 2022 President Kate Cole.

The Committee is conducting the regular updated review of all existing agreements to ensure alignment with current AIOH sponsorship principles, so that they show fairness to our recent and long-term major sponsors. We are continuing to research other major sponsorship openings and are engaging our members and industry to have long term relationships and agreements.

Melanie Windust
Committee Chair

Certification Board

The 2022 Certification Board consisted of:

- Adelle Liebenberg (NSW) Chair
- Jennifer Hines (NSW) COH Audits
- Linda Apthorpe (NSW) COH Exam support
- Naree Carton (QLD) Exam Coordinator
- Gavin Wellings (QLD) COH Audit Support
- Morné De Beer (Int) COH Maintenance

COH Exams

Quarterly virtual COH campaigns were held in Perth, Brisbane, Sydney and Melbourne.

COH Audits

It was a significant year for COH Audits in 2022. A total of 72 COH audits were undertaken by the COH Board, sixty (60) COHs were re-certified and twelve (12) COHs retired (Table 2)

Policies and Procedures

- Updated the Certification Policy and Procedures to reflect current operations (for implementation 1 January 2022).
- Developed, refined and implemented new question sets for COH Exams.
- Improved the COH exam training pack which includes a self-paced computer-based module.

COH Membership Engagement

- Updating the My COH user interface and aligning and simplifying the maintenance tables.
- A CES will be hosted at the 2022 AIOH annual conference on pathways in Occupational Hygiene.
- Current COHs and Retired COHs were approached for targeted mentoring for applicants who failed their COH exam. The feedback from this new process has been positive and the success rate for re-applications has improved.

Acknowledgements

Thank you to the Membership Manager, the Certification Board and COH examination team who generously volunteer their time with facilitating exams, reviewing maintenance requests, conducting audits, running training sessions and resolving issues concerning COH matters.

Adelle Liebenberg
Committee Chair

Table 1 – COH Application Summary

Year	Applications ^	Postponed	No. of Exams Offered	No. of Examiners	Pass rate
2022	17	2	15	15	47%
2021	20	2	18	14	50%
2020	17	3	17	14	50%
2019	48	1	47	28	43%
2018	39	3	33	24	61%

^ Does not include members who submitted expressions of interest

* As of 30-Sept-2022 the AIOH Conference exams are fully booked at 12 applicants (numbers not included in table)

Table 2 – COH Audit Summary

Year	No. of COHs	Audits	Pass Rate
2022	187	72	100%
2021	196	12	100%
2020	183	12	92%
2019	165	11	100%
2018	142	21	100%

* 1 deceased

Communications & Marketing Committee

Over the past 12 months the AIOH Communications and Marketing Committee have focused on adding value for our membership through communicating key items via our social media platforms and maintaining an active social media presence to share timely updates to our membership and the wider community. We added another social media platform to our repertoire, with key communications now delivered through three social media channels.

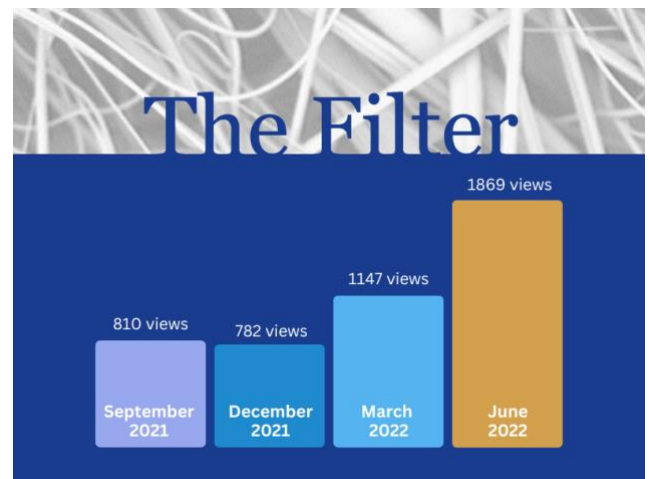
We encourage all members to follow us for the latest on news, events, and happenings in the world of occupational hygiene. Find us on LinkedIn at [@AIOH Inc](#), Facebook at [@AIOH – Australian Institute of Occupational Hygienists](#) and Twitter at [@AIOH_Inc](#)

The Committee has launched several successful social media campaigns in collaboration with allied organisations, with more planned for the future to highlight significant issues within the world of occupational hygiene. Notable campaigns include:

- Featuring the importance of our members work for Workers Memorial Day.
- Supporting the American Industrial Hygiene Association (AIHA) & The Integrated Bioscience and Built Environment Consortium (IBEC) with the Commit to C.A.R.E campaign, a global awareness initiative to with the objective to debunk myths about the spread of the COVID-19 virus and make the complexities of the science easier to understand.
- Promoting the AIOH Professional Development Awards during August, to celebrate previous award winners, and encouraging our members to apply.
- Supporting new initiatives led by the AIOH, such as partnering with OHMS Group in the delivery of the W501 Course, to further increase the degree and quality of training for the next generation of occupational hygienists.
- Promoting our accredited universities and the critical role they play in developing occupational hygienists with a high level of expertise to inherently keep workers safe and healthy, through a social media campaign aligned with Safe Work Month.

A big thank you to everyone who has liked, shared, or otherwise engaged with our social media platforms! We are continuously evolving our social media presence and the engagement of our membership helps to inform what content is most valuable for the occupational hygiene community.

The Committee published four editions of the AIOH e-Magazine, "The Filter" this financial year and we saw increased engagement over these editions (see below Figure).



In our quest to add more value for members, the AIOH now receives regular submissions from allied organisations such as the AIHA and the British Occupational Hygiene Society (BOHS) for example. Similarly, we have engaged with allied external organisations, with submissions provided for the International Occupational Hygiene Association (IOHA)'s newsletter.

We thank the 2021 Conference Committee for featuring "The Filter Live" at the 2021 Conference, where our members got to experience our e-Magazine in person.

As we look to the future, we have some big plans to advance the way we communicate with the wider occupational hygiene community, so watch this space!

Finally, thank you to our wonderful committee of volunteers who work tirelessly to ensure our members receive the most up-to-date communications about the goings on in the industry: Kate Cole & Frances Evans

Ash Boss & Kelly Jaunzems
Committee Chairs

Ethics Committee

This year has seen the Ethics Committee operate under a slightly different name (formerly Ethics and Constitution Committee) based upon the comparatively little interaction that the committee has with constitutional changes. From a historical point of view when the Ethics Committee first started, the AIOH constitution was very new and underwent a number of tweaks and refinement in its early years. These days we are of course served by a robust constitution that has undergone little in the way of change in recent times. Accordingly, the Committee name was changed at the end of last year to reflect this current situation.

This year we have drafted an update of the AIOH conflict of interest policy and this draft is with the Executive committee as this goes to print. Also, there has been relatively only a small number of enquiries about ethical issues affecting our organisation that have been made this year.

As a reminder to all, our Code of Ethics for the Professional Practice of Occupational and Environmental Hygiene document is available in the members area of the AIOH website. In addition to our Code of Ethics the Institutes Code of Conduct document that was released last year can similarly be found on our website. Also please note that a declaration of your understanding of the Institutes Code of Conduct is required on an annual basis (normally at the time of membership renewal). I for one find this a good reminder to have a wander through the governance document section on website to refresh on the requirements and standards expected of all members.

I would like to thank the following members of the Ethics Committee for their support this year, Clive Paige, Michael Tkaczuk, Jeremy Trotman, Terry Elms, Mark Russell, Elaine Lindars, Samantha Clarke and Heidi Scott.

David Chambers
Committee Chair

External Affairs Committee

There was a change in membership of the External Affairs Committee (EAC) early in the year when we said farewell and many thanks to Martin Jennings as Chair. Martin had led the charge for external engagements and advocacy in the critical years of the birth of Breathe Freely Australia, the uncertainty of the pandemic and re-awakening of the burden of occupational lung diseases.

The current members of EAC are:

- Tracey Bence (Chair)
- Kate Cole OAM (President)
- Professor Dino Pisaniello
- Associate Professor Deborah Glass
- Peter Knott
- Shelley Rowett
- Dr Sharann Johnson AM

Together this group span decades of experience in occupational hygiene practice, epidemiology, toxicology and regulatory impacts, represent various industries and sectors and have produced substantive, thoughtful and evidence-based submissions on these topics in 2022:

- indoor air quality risks associated with indoor water and space heating
- implications of asbestos containing materials in domestic homes when sold and if illegally dumped
- regulatory requirements for dust and diesel exhaust monitoring in mining and petroleum
- the potential exposures and health hazards of workers involved in demolition.

However, the most significant achievement in 2022 just has to be AIOH external message on Respirable Crystalline Silica (RCS). In what is believed to be a first for the AIOH, our submission to Safe Work Australia on 'Managing the Risks of RCS at Work' was the culmination of months of well researched and strategically positioned argument underpinned by the first survey of the experience of 105 occupational hygienists. A webinar recording of the survey evidence is available [here](#).

In August EAC had their peer-reviewed article published in the Annals of Workplace Exposures and Health titled "Prevention of the occupational silicosis epidemic in Australia – What do those who assess workplace health risk think should be done now?".

The submission and article establish our credentials and intention to advocate for better outcomes for workers exposed to RCS and reminds external stakeholders who we are, what we do and why. It reads

"Occupational hygienists routinely work in and attend workplaces where respirable crystalline silica (RCS) presents a significant risk to health. They undertake health risk assessments, they measure RCS exposure, they check whether control measures are in place and whether they are effective. Further, occupational hygienists provide training and education in RCS awareness and management, they consult with workers about the tasks that they're performing, and they report on findings and provide recommendations to employers to both comply with the relevant legislation and to keep workers safe".

The full RCS submission can be freely downloaded from the AIOH website [here](#) and the paper is [here](#).

As EAC Chair, AIOH President Elect and a very proud member, I want to acknowledge the visible leadership of AIOH President Kate Cole in 2022. She has been the trusted face of the AIOH consistently in 2022, bringing evidence-based advocacy and the value of occupational hygiene to policy makers, workplace organisations and the public through a variety of influencing mediums. Her efforts have taken our external engagement strategy to new heights; a trajectory we look forward to maintaining in the AIOH 2023 -2028 strategic period.

In conclusion, I will leave you with some fast facts about EAC in 2022:

1	Peer-reviewed publication
2	Mentions in Hansard
7	Committee members
9	Submissions made
14	Committee meetings
100s	Of articles reviewed to inform our evidence-based submissions

Tracey Bence
Committee Chair

Workplace Exposure Assessment Committee

During 2021/22, the Workplace Exposure Assessment Committee developed new position papers on the following topics:

- Welding and Thermal Cutting Fume – Potential for Occupational Health Effects
- Chromium VI

The Committee also finalised a position paper on Isocyanate Compounds - Potential for Occupational Health Effects.

Following publishing of the Welding and Thermal Cutting Fume position paper, the Institute was invited to attend the Weld Australia Welding Safety Council meetings in May and was represented by Linda Apthorpe.

The Committee has reviewed and provided comment to Safe Work Australia on the measurability of a number of proposed WESs including Calcium Hydroxide, Calcium Sulphate, Copper fume, dust and mist and Acrolein. It has also provided feedback to Safe Work Australia on the proposed peak WES for cyanides and is currently in the process of developing a guidance document on reducing uncertainties of respirable crystalline silica monitoring.

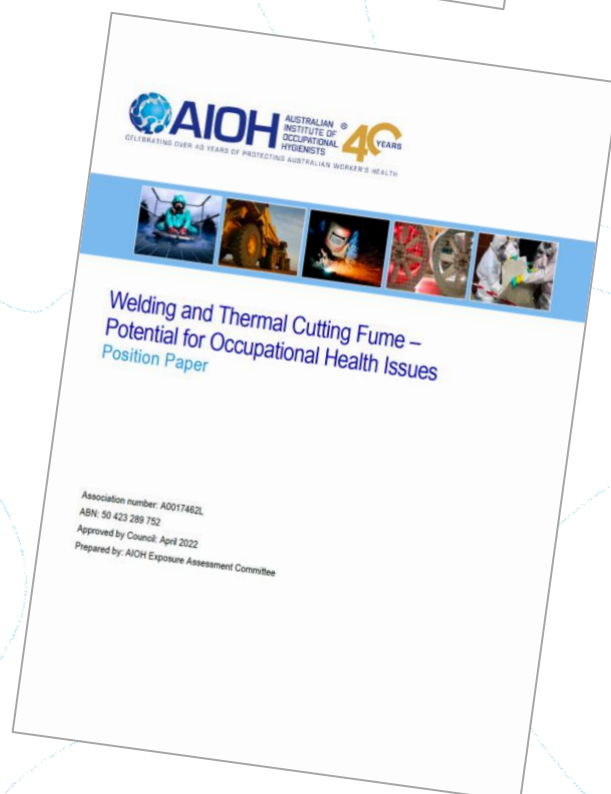
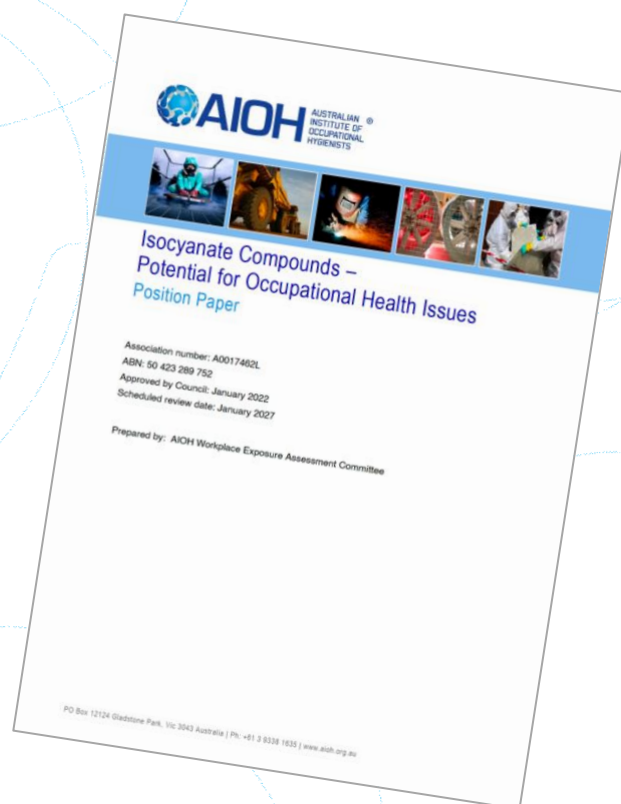
Membership of the AIOH Workplace Exposure Assessment Committee is currently: Ian Firth, Linda Apthorpe, Nathan Aust, Greg O'Donnell, Alan Rogers, Stephen Turner, Louise Burt, Lee Cherry, Zachary du Preez, Tim White and Geza Benke.

Ian Firth stepped down as Co-Chair of the WEA Committee this year but will remain a member. Thanks to Ian for his years of leadership, hard work and dedication to the committee.

I will be stepping down as Chair of the WEA Committee and a call for expressions of interest to chair the committee went out to members in September 2022.

I would like to thank all members of the committee for their inputs this year.

Rob Golec
Committee Chair



Membership & Qualifications Committee

The Membership and Qualifications Committee (M&Q) consists of Mike Shepherd (Chair), Giovanni Sessarego, Gavin Irving, Michael Weller, Peter Knott, Jwalit Parikh, Alan Williams, Nathan Redfern, Mitchell Thompson, and John Padgham. Melanie Windust is M&Q's Council representative.

A summary of the applications received in FY2022 compared to previous years is summarised in the graphic and tables below.

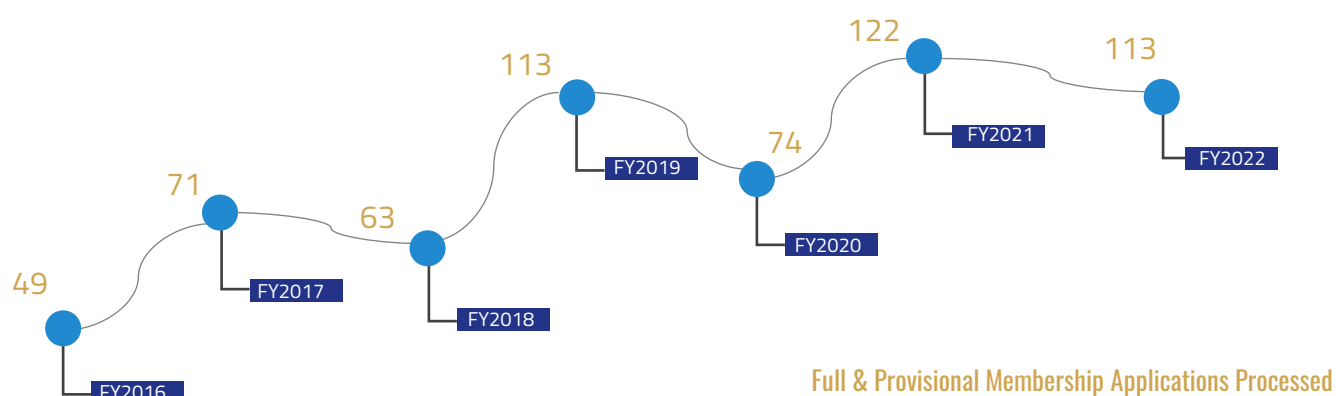


Table 3 - Total applications received for each membership category FY2022 compared to previous years

	FY2022	FY2021	FY2020	FY2019
Full	79	78	53	74
Provisional	34	44	21	39
Associate	208	76	144	128
Student	28	44	26	24

Table 4 - Summary of membership applications received FY2022

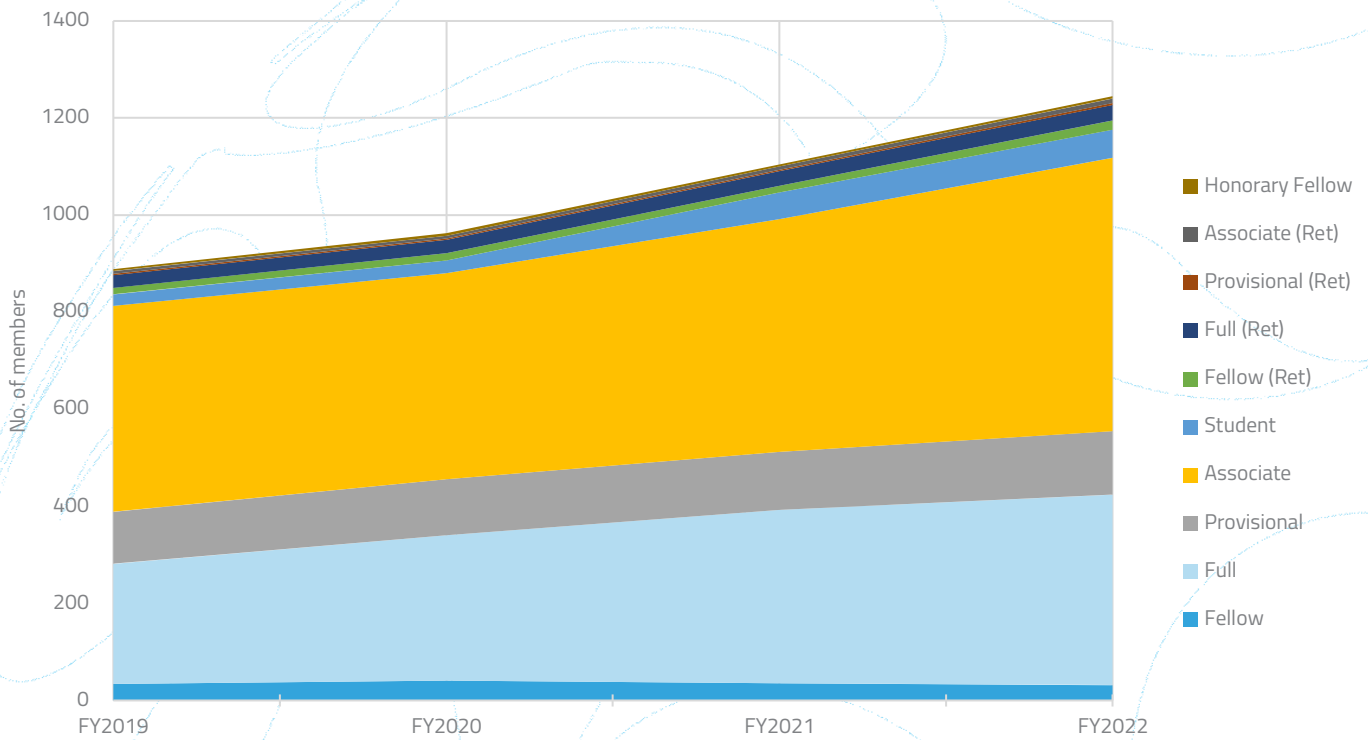
	New	Upgraded	Lapsed Return	Complimentary BPC	Complimentary RESP-FIT	Total
Full	34	39	6	-	-	79
Provisional	15	18	1	-	-	34
Associate	111	1	17	55	24	208
Student	25	-	3	-	-	28

Table 5 - Full and Provisional membership application outcomes FY2022

	Approved	Provisional Recommended	BPC Required*	Associate Offered
Full	55	5	-	19
Provisional	20	-	4	10

*BPC required to be undertaken prior to membership award

Total number of AIOH members 2019 - 2022



Acknowledgements

The Chair would like to acknowledge the significant contributions of the M&Q Committee during the year.

M&Q would like to thank the Council for their support throughout the year. M&Q would also like to acknowledge the work of the AIOH Membership Manager Alicia Gorman who was responsible for processing all applications, sending out letters/certificates and maintaining all applicant records.

Finally, the M&Q Committee would like to thank Marcus Brooks who coordinated the Full memberships interviews along with Samantha Clarke, Lee Cherry, Chris Aebi, Fouad Rizk and Sharann Johnson throughout the year. The amount of time to prepare, conduct and document the findings from interviews is significant and is greatly valued.

Michael Shepherd
Committee Chair

Mentoring Committee

The Mentoring Committee consists of Samantha Forster, Brett Young, Anthony Bamford, Luke Ripper, Simon Ercole, Milan Patel, Dean Gleeson and Daniela Cisternas. We also had Alicia Gorman assisting from the AIOH and Candice Dix being our representative from Council.

The Committee focused on multiple projects these past 12 months to raise the profile, awareness and status of Mentoring for AIOH members with a key focus on assisting more Mentors into the program.

In March, the Mentoring committee were able to take a more active role in the Speed Networking event (for newer AIOH members) held on the Sunday late afternoon of the Conference. We also held the highly informative Mentoring Program Workshop and Q&A sessions which created interest for Mentees and Mentors alike. For the upcoming December Conference, we intend to have even a bigger focus with the Speed Networking. There is a CES Session entitled "Onwards and Upwards: Building Towards a Bright Future" which has a focus on mentoring, a Mentoring Q&A and other member interactions. We also undertook targeted initiatives via feedback sessions with Mentoring Pairs as well as other bespoke Mentor-focused and Mentee-focused actions.

In 2021 we had 23 new Mentee requests, and 17 new Mentors which was slightly down on number from last year. In 2022 we are now up to about 88 mentor/mentee pairs which is about the same as last year.

Requests to be a mentee have been steadily growing even in COVID-times (which may have created more need), but there was a slowing slightly in the last 6 months which may have been related to Australia coming out of lockdowns. It certainly has been challenging to meet the demands to pair mentors/mentees as we are always low on Mentors. We are getting more demand for COH-specific mentoring for where people are going for their COH or did not get through last time and are requesting Mentoring.

I would like to thank each and every one of the above-mentioned people as their generosity in being a volunteer, a committee member, and/or a mentor which is invaluable for AIOH Members. Thank you to the AIOH staff and Council for their ongoing support of this vital member program.

Jason Green
Committee Chair



AIOH MENTORING PROGRAM

WHERE WILL MENTORING TAKE YOU?

Professional Development & Education Committee

The Professional Development and Education (PD&E) Committee is responsible for assisting the Executive and Council in meeting their responsibilities for development, organisation, and delivery of a range of activities in relation to the provision of quality educational and professional development opportunities for Institute members and others.

While once again, the PD&E Committee was challenged, like all of us, with COVID-19 restrictions early in the year, this resulted in the delivery of an on-line educational program. The Committee provided two styles of on-line content for members and the broader allied health community, including webinars and AIOH Master Classes. The Webinar series covered a diverse range of topics, including the Regulators' approach to occupational hygiene, nuclear submarines waste, and welding fumes, to name a few.

A combination of hybrid delivery and, after March 2022, face-to-face delivery modes were employed for the Basic Principles Courses (BPC). The PowerPoint slides were updated and commenced in August at the BPC in Perth. There were 7 BPCs delivered with some 126 students attending.

A sub-group of the committee led by Jane Whitelaw completed a project to develop a Professional Development Pathway for the occupational hygienist. This pathway is part of a suite of projects the committee is working on to offer occupational hygienists the tools to navigate their way through career development from those with an interest in our field through to seasoned professionals. This was presented as a webinar in July 2022.

Other projects completed this year included the development of a multichoice question bank for the Basic Principles Course, accreditation reviews of three university courses and revised terms of reference.

I wish to thank the PD&E committee members for their hard work this year including: Kelly Johnstone, Jane Whitelaw, Sue Reed, Adelle Liebenberg, and Ken Osakwe. Ritesh Patel and Tegan Dixon completed their term on the Committee, and four new non-academic members joined the Committee – Luke Dunk, Rob Alcock, Carolyn Topping and Sharann Johnson.

I also want to extend special thanks to Michelle Portelli for her outstanding contributions and support of the PD&E Committee. Her efforts have enabled the Committee to deliver a high quality, professional online educational program in yet another challenging year.

Noel Tresider AM
Committee Chair

Basic Principles Courses

- July 2021** • Brisbane
- August 2021** • Perth
- November 2021** • Brisbane
- November 2021** • Sydney
- February 2022** • Melbourne
- March 2022** • Sydney
- May 2022** • Brisbane



Online webinars & classes in 2022

- July 2021** ■ Analysing RCS – The Trouble with Numbers
- July 2021** ■ Preventing COVID-19 Infection from Airborne Transmission
- August 2021** ■ Mentoring & Leadership
- August 2021** ■ What's in a Code of Practice
- September 2021** ■ Real-time dust monitoring
- September 2021** ■ COH Exam Preparation Training
- October 2021** ■ A Practical Guide to Welding Fume Control
- October 2021** ■ Ventilation & Filtration: Critical workplace safety controls in the COVID era
- November 2021** ■ The health risks of using water mist systems
- November 2021** ■ Sampling for Asbestos – The Good, The Bad & The Ugly
- January 2022** ■ Update on WorkSafe Victoria Silica Related Activities
- April 2022** ■ Practical Guide to Welding Fume & Control
- May 2022** ■ Update on the Activities of the Asbestos Safety Eradication Agency
- June 2022** ■ Managing Exposure to RCS across Australian workplaces
- June 2022** ■ One Regulator's Approach to Managing Occupational Hygiene Risks





RESP-FIT Board

It has been a fantastic second year for RESP-FIT since officially launching in December 2020. It has been over 4 years since we started working on the concept that began RESP-FIT. As of September 2021, the RESP-FIT website, listed:

- 97 Individual Accredited fit testers (with 1, 2 or 3 methodologies)
- 31 Fit Test Servicers providers (who employ at least 1 accredited fit tester)
- 6 Approved Training Providers
- 15 paying Supporter Organisations
- 16 Partner Organisations

It has been exciting seeing these numbers grow over the past 12 months as industry awareness and adoption as this best practice continues to grow. Of particular mention are the new Partners which have signed on such as WorkSafe ACT, SafeWork SA, Restoration Industry Association Inc (RIA) Australasia and the Faculty of Asbestos Management of Australia and New Zealand (FAMANZ). Having three (3) Regulator partners (with SafeWork NSW as the other) and these other influential national associations, it really shows the awareness growing as time goes on. We were invited to attend a number of RIA Member Chapter events in different states and present on Respirator Selection & Fit. In addition, RESP-FIT presented at a number of different events and conferences during the year further spreading the word and awareness of competent person fit testing.



Pledge

In 2022 the RESP-FIT board was working on the RESP-FIT Workplace Pledge. This is an initiative for workplaces of all sizes to show their commitment to competent person fit testing through the use of accredited fit testers. It is free for eligible organisations to make the pledge. Upon confirmation of a completed fit testing session by the accredited fit tester, they can access their badge and certificate to externally show their commitment through social media, tender submissions, company lobbies etc. For further information on the Pledge, visit the Pledge webpage <https://respfit.org.au/pledge/>

Board & Administration

The ten Board members meet every second meeting virtually and I would like to acknowledge their generous support for the success of RESP-FIT. There are four areas of activities: Communications - Sebastian Rashe & Michael Eva, Partners & Supporters - Peter McGarry & Heidi Scott, Training - Julie Moore & Melanie Cox, Accreditation - Jane Whitelaw & Julia Norris, AIOH Council Rep - Sharann Johnson.

I would also like to thank Kerrie Burton and Sharann Johnson for their contributions on the Board over a number of years. Also, Tanya Curic for her wonderful administrative support.

Assessors

I want to recognise the invaluable support of the following AIOH members who conduct numerous video assessments for all the applicant videos:

WA - Cheryl Nott, Sandra Garnaut, Mellissa Milo, Lee Cherry / NSW - Katie Blair, Jason Green, Venessa Thelan, Hamish Rae, Kerrie McDougall, Carmen Naylor, Terry Gorman, Jan Gardiner, Ben Flower, Sue Reed / VIC - Nick Bennett, Michael Eva, Phillip Sartisson / QLD - Stephanie Vandewiel

Mark Reggers
Board Chair

Strategic Risk Advisory Committee

In 2020, Council undertook a review of how the AIOH Committees operated, their structure, and their Terms of Reference (known as the "Committee Review"). That review recommended that the Risk, Audit, Finance and Quality (RAFQ) Committee and the Strategic Advisory Committee (SAC) be combined into one Committee and the Chair be assigned to the position of Treasurer.

For context, the Risk, Audit, Finance and Quality (RAFQ) Committee was established by Council in 2016. The purpose of that committee was to assist the Executive and Council to fulfil governance requirements specifically relating to financial reporting and risk management, internal document and procedure management control systems, business and financial risk management systems, and quality and audit functions. The Strategic Advisory Committee (SAC) was also established by Council in 2016. The purpose of that committee was to provide strategic and high-level support to the AIOH President and Council.

As a result of the Committee Review, the 2022 Council established a Strategic and Risk Advisory (SRA) Committee and revised the associated Terms of Reference.

The SRA Committee aims to enable efficient and effective mechanisms to bring the transparency, focus and independent judgement needed to oversee the AIOH's risk management framework. The specific role of the Committee is to assist the Executive and Council to fulfil their governance requirements specifically relating to risk management – inclusive of strategic, financial, and operational risks. This Committee will fulfil its role by providing independent, informed, and expert recommendations to the Executive and Council on AIOH's exposure to business risks.

Terms of Reference were endorsed at the April 2022 Council meeting with the Expression of Interest following soon after. Members of the Committee were selected in June 2022.

SRAC has been stood up following the beginning of the 2023 financial year and it looks forward to executing its obligations to Council during the year.

The current members are Tracey Bence, Fouad Rizk, Ruairi Ward, and Carol Burns.

Aleks Todorovic
Committee Chair

International Occupational Hygiene Association Representative Report

IOHA was established to improve, promote and develop occupational hygiene worldwide through its member organisations and to improve and maintain a safe and healthy working environment for all. From its creation in 1987, IOHA has grown to 39 member organisations representing 35 member countries. IOHA currently represents over 20,000 occupational hygienists worldwide.

IOHA provides an international voice of the occupational hygiene profession through its recognition as a non-governmental organisation (NGO) by both the ILO (International Labour Organisation) and WHO (World Health Organisation).

IOHA Board meetings were held virtually in April and face to face in September (Bali) for the first time since the COVID-19 Pandemic began.

The 2022 Executive Committee lead by President, Norhazlina Mydin, Maharshi Mehta, President-Elect, Thomas Fuller, Immediate Past President and Nathalie Argentin, Secretary Treasurer continue to work towards meeting the 2021-2025 Strategic Plan's objectives and KPI's, specifically:

- Reaching 50 member associations by 2025
- Reaching 18 NAR countries (currently at 17)
- Growing to 20,000+ members worldwide
- Doubling revenues and initiating new projects
- Increasing international recognition of our profession
- Having 3 more countries recognize OH/IH in its regulations
- Identifying and implementing regional projects
- Being more visible globally

Norhazlina Mydin participated in the 2022 ILC Annual Conference held in Oxford, UK, while both Thomas Fuller and Rene Le Blanc participated in the 2022 Vision Zero Summit hosted by Japan.

Incoming President Maharshi Mehta has reiterated his commitment to continue working to meet the objectives of the 2021-2025 Strategic Plan, committing to develop an ongoing webinar program free to members of all IOHA member associations. Maharshi has invited all Board members to consider putting forward the names of learned members to present on specific topics of expertise in 2023.

Samantha Connell from the Swiss Society of Occupational Hygiene (SSOH) has been appointed as the 2023 President Elect.

The venue for the 13th IOHA International Scientific Conference has been confirmed and will be co-hosted by The Occupational Hygiene Society of Ireland (OHSI) and the British Occupational Hygiene Society (BOHS) in Dublin in June 2024.

Finally, I would like to thank both Sharann Johnson and Kelly Jaunzems for representing the AIOH on the NAR and Communications Committee respectively.

Andrew Orfanos
IOHA Representative

National Accreditation Recognition Committee Representative Report

The IOHA NAR Committee is responsible for ensuring that the occupational hygiene certification programs of the NAR member associations meet or exceed the IOHA Model Certification Program. The virtual meetings were held monthly during the year.

In 2022 the AIOH Certification Policy and Procedures were successfully reviewed and the AIOH Certification program maintained its NAR accreditation. The next re-accreditation assessment will occur just prior to 30 June 2026. The AIOH COH program was first accredited in 2006, and this was its third re-accreditation assessment.

The NAR Committee developed a 5-year business program aimed at improving the numbers of certified occupational hygienists and accredited associations globally. A new position of Chief Examiner was established and the appointment will be made in 2023.

The certification programs of two new associations, Indonesian Industrial Hygiene Association (IIHA) and Iberoamerican Board of Occupational Hygiene (IIBOH), were submitted during the year.

After 4 years as the NAR Chairperson, Phil Hibbs has stepped down and will be replaced by Kelly Fernandes, representative for the Board for Global EHS Credentialing (BGC, USA), as the new Chairperson. I wish to thank Phil, for his contributions to the NAR Committee during this period.

Dr Sharann Johnson AM
NAR Committee Representative

OUR 38th Annual Conference & Exhibition was held in Sydney



Originally postponed due to the impacts of COVID-19, the 38th Annual Conference & Exhibition was held in March 2022. More than 380 delegates attended for the first face-to-face event since the start of the COVID pandemic.

AIOH Council would like to thank the tireless efforts of our 2021 Conference Committee for putting on an excellent Conference and Exhibition.



Continuing Education Sessions

Nine Continuing Education Sessions were held on the weekend preceding the Conference which covered topics including asbestos, noise, risk assessment, statistics, NORM, Indoor Air Quality, mould, RESP-FIT, and a tour of ANSTO.

Scientific Presentations

With 5 Keynote speakers, 6 Plenary speakers and 36 concurrent presentations, the scientific content presented at the Conference was world-class.



Trade Exhibition

The trade exhibition was very popular, providing occupational hygienists with information and hands on demonstrations of the latest equipment and technology.



Networking & Social Events

Being the first face-to-face event since the start of the COVID-19 pandemic, the networking and social events put on at the Conference were very popular and did not disappoint.

2021 Conference Committee

Carmen Naylor – Chair

Kerry McDougall – Chair of the Scientific Committee

Mark Rawlings – Sponsorship Manager

John Henderson – Exhibition Manager

Eric Lengling – Social Events Coordinator

Frances Evans – Marketing Committee Member

Shilpa Panyam – Marketing Coordinator

Terry Gorman – Scientific Committee Member

Linda Apthorpe – Scientific Committee Member

John Tiong – Scientific Committee Member

Auditors Report

As attached.

**AUSTRALIAN INSTITUTE OF OCCUPATIONAL HYGIENISTS INC
ABN 50 423 289 752**

**FINANCIAL REPORT
FOR THE YEAR ENDED
30 June 2022**

Prepared By
MORAN Chartered Accountants

650 Nicholson Street
PO Box 530
North Carlton VIC 3054
Phone: (03) 9482 1955 Fax: (03) 9482 1655

AUSTRALIAN INSTITUTE OF OCCUPATIONAL HYGIENISTS INC
ABN 50 423 289 752

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AUSTRALIAN INSTITUTE OF OCCUPATIONAL HYGIENISTS INC
ABN 50 423 289 752

COUNCIL'S REPORT

Your council members submit the financial report of the Australian Institute of Occupational Hygienists Inc for the financial year ended 30 June 2022.

Council Members

The name of each member of the council during the year and if different, at the date of the report;

Kate Cole - President
Neil Goulding - Secretary
Tracey Bence - President Elect
Aleks Todorovic - Treasurer
Melanie Windust - General Councillor
Kelly Johnstone - General Councillor
Candice Dix - General Councillor

Principal Activities

The principal activities of the association during the financial year were:

(a) To promote the profession of occupational (or industrial) hygiene; (b) To improve practice of occupational hygiene and the knowlege, competence and standing of its practitioners; (c) To represent the profession nationally and internationally; and (d) To increase public awareness of the filed of occupational hygiene.

Significant Changes

No significant change in the nature of these activities occurred during the year.


Operating Result

The surplus of the association after providing for income tax amounted to \$250,437.00.

Signed in accordance with a resolution of the Members of the Council.

President: 

Kate Cole

Secretary: 

Neil Goulding

Dated this 30th day of September 2022

AUSTRALIAN INSTITUTE OF OCCUPATIONAL HYGIENISTS INC
ABN 50 423 289 752

INCOME STATEMENT
FOR THE YEAR ENDED 30 JUNE 2022

	Note	2022 \$	2021 \$
INCOME			
Membership Subscriptions		209,734	206,877
Publication Income		5,203	5,911
Seminar Income		10,780	10,595
Conference Income		693,721	101,829
University Accreditation		3,000	3,500
Advertising Income		15,800	19,600
Certification Income		60,300	56,782
Interest Income		1,004	3,989
Merchant Fees		57	477
BPC Income		375,022	114,776
Charpter Meeting Income		7,400	7,090
Programs Income		81,494	101,700
COVID19 - Jobkeeper		-	61,300
Cost of Goods Sold		(1,014)	(2,234)
Total Income		1,462,501	692,192
EXPENDITURE			
Accountancy & Audit Fee		15,000	-
Amortisation Expense		25,162	10,043
Bank Fees and Charges		17,109	6,484
Publications		12,524	983
BPC Expenses		151,283	46,057
Certification		6,665	17,241
Committee Expenses		5,655	2,474
Conference Costs		462,136	17,625
Council Expenses		4,871	3,288
Depreciation		5,169	8,616
Electricity		1,217	1,264
External Affairs		-	1,208
Filing Fees		120	237
Foundation Expenses		6,245	4,337
Gifts & Donations		15,335	10,000
Human Resources		5,224	423
Insurance		8,239	7,013
Legal Fees		2,250	1,200
Membership Service Expenses		4,187	202
National/International Relations		14,335	5,136
Office Expenses		4,043	6,006

The accompanying notes form part of these financial statements.

AUSTRALIAN INSTITUTE OF OCCUPATIONAL HYGIENISTS INC
ABN 50 423 289 752

INCOME STATEMENT
FOR THE YEAR ENDED 30 JUNE 2022

	2022	2021
Note	\$	\$
Postage	575	1,535
Printing & Stationery	735	443
Programs	28,600	40,227
Rates & Land Taxes	2,014	1,923
Recruitment Costs	15,460	22,229
Repairs & Maintenance	2,571	308
Seminar Expenses	238	1,657
Staff Amenities	459	766
Staff Training	29	-
Subscriptions/Publications	1,725	150
Superannuation	28,181	19,534
Telephone	2,543	2,184
Wages	287,033	244,243
Wages - AL & LSL	7,670	-
Website & IT	65,026	27,490
Water	1,168	1,192
Workcover	1,268	997
Total Expenses	1,212,064	514,715
Surplus for the year	250,437	177,477
Opening retained surplus	1,661,150	1,483,673
Closing retained surplus	1,911,587	1,661,150

The accompanying notes form part of these financial statements.

AUSTRALIAN INSTITUTE OF OCCUPATIONAL HYGIENISTS INC
ABN 50 423 289 752

BALANCE SHEET
AS AT 30 JUNE 2022

	Note	2022 \$	2021 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	11	1,642,070	1,473,979
Inventories	3	3,997	5,011
Prepayments		129,754	207,343
TOTAL CURRENT ASSETS		<u>1,775,821</u>	<u>1,686,333</u>
NON-CURRENT ASSETS			
Property, plant and equipment	4	340,963	346,132
Intangible assets	5	118,782	36,847
TOTAL NON-CURRENT ASSETS		<u>459,745</u>	<u>382,979</u>
TOTAL ASSETS		<u>2,235,566</u>	<u>2,069,312</u>
LIABILITIES			
CURRENT LIABILITIES			
Trade and Other Payables	6	231,908	319,889
Borrowings	7	5,615	1,817
TOTAL CURRENT LIABILITIES		<u>237,523</u>	<u>321,706</u>
TOTAL LIABILITIES		<u>237,523</u>	<u>321,706</u>
NET ASSETS		<u>1,998,043</u>	<u>1,747,606</u>
MEMBERS' FUNDS			
Reserves	8	86,456	86,456
Retained surplus	9	1,911,587	1,661,150
TOTAL MEMBERS' FUNDS		<u>1,998,043</u>	<u>1,747,606</u>

The accompanying notes form part of these financial statements.

AUSTRALIAN INSTITUTE OF OCCUPATIONAL HYGIENISTS INC
ABN 50 423 289 752

CASH FLOW STATEMENT
FOR THE YEAR ENDED 30 JUNE 2022

	Note	2022 \$	2021 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from conferences & seminars		704,166	112,424
Receipts from members		209,734	206,877
Interest received		1,004	3,989
Other receipts		547,263	368,902
Payments to suppliers and employees		<u>(1,186,979)</u>	<u>(530,119)</u>
Net cash provided by operating activities	11	<u>275,188</u>	<u>162,073</u>
CASH FLOWS FROM INVESTING ACTIVITIES			
Purchase of plant & equipment and other assets		(107,097)	(35,779)
Covid19 cash flow boost		<u>-</u>	<u>32,421</u>
Net cash provided by investing activities		<u>(107,097)</u>	<u>(3,358)</u>
Net increase in cash held		168,091	158,715
Cash at beginning of financial year		<u>1,473,979</u>	<u>1,315,264</u>
Cash at end of financial year	11	<u><u>1,642,070</u></u>	<u><u>1,473,979</u></u>

The accompanying notes form part of these financial statements.

AUSTRALIAN INSTITUTE OF OCCUPATIONAL HYGIENISTS INC
ABN 50 423 289 752

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2022

The financial statements cover Australian Institute of Occupational Hygienists Inc as an individual entity. Australian Institute of Occupational Hygienists Inc is a not for profit Association incorporated in Victoria under the Association Reform Act 2012.

The functional and presentation currency of Australian Institute of Occupational Hygienists Inc is Australian dollars.

Comparatives are consistent with prior years, unless otherwise stated.

1 Basis of Preparation

In the opinion of the Committee of Management, the Association is not a reporting entity since there are unlikely to exist users of the financial report who are not able to command the preparation of reports tailored so as to satisfy specifically all of their information needs. These special purpose financial statements have been prepared to meet the reporting requirements of the Act.

The financial statements have been prepared in accordance with the recognition and measurement requirements of the Australian Accounting Standards and Accounting Interpretations, and the disclosure requirements of AASB 101 Presentation of Financial Statements, AASB 107 Statement of Cash Flows, AASB 108 Accounting Policies, Changes in Accounting Estimates and Errors and AASB 1054 Australian Additional Disclosures.

The financial statements have been prepared on an accruals basis and are based on historical costs modified, where applicable, by the measurement at fair value of selected non current assets, financial assets and financial liabilities.

Significant accounting policies adopted in the preparation of these financial statements are presented below and are consistent with prior reporting periods unless otherwise stated.

The following significant accounting policies, which are consistent with the previous period unless stated otherwise, have been adopted in the preparation of this financial report.

2 Summary of Significant Accounting Policies

Inventories

Inventories are measured at the lower of cost and net realisable value. Cost of inventory is determined using the first-in-first-out basis and are net of any rebates and discounts received.

Plant and Equipment

Plant and equipment is carried at cost or fair value less, where applicable, any accumulated depreciation and impairment of losses. Plant and equipment is depreciated on a straight line basis over the assets useful life to the Association, commencing when the asset is ready for use.

AUSTRALIAN INSTITUTE OF OCCUPATIONAL HYGIENISTS INC
ABN 50 423 289 752

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2022

Depreciation

The depreciable amount of all plant and equipment is depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use.

Impairment of Non-Financial Assets

At the end of each reporting period the association determines whether there is an evidence of an impairment indicator for non-financial assets.

Where this indicator exists and regardless for goodwill, indefinite life intangible assets and intangible assets not yet available for use, the recoverable amount of the asset is estimated.

Where assets do not operate independently of other assets, the recoverable amount of the relevant cash-generating unit (CGU) is estimated.

The recoverable amount of an asset or CGU is the higher of the fair value less costs of disposal and the value in use. Value in use is the present value of the future cash flows expected to be derived from an asset or cash-generating unit.

Where the recoverable amount is less than the carrying amount, an impairment loss is recognised in profit or loss.

Reversal indicators are considered in subsequent periods for all assets which have suffered an impairment loss, except for goodwill.

Employee Benefits

Provision is made for the association's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits that are expected to be wholly settled within one year have been measured at the amounts expected to be paid when the liability is settled.

Employee benefits expected to be settled more than one year after the end of the reporting period have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to employee wage increases and the probability that the employee may satisfy vesting requirements. Cashflows are discounted using market yields on high quality corporate bond rates incorporating bonds rated AAA or AA by credit agencies, with terms to maturity that match the expected timing of cash flows. Changes in the measurement of the liability are recognised in profit or loss.

Provisions

Provisions are recognised when the association has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

AUSTRALIAN INSTITUTE OF OCCUPATIONAL HYGIENISTS INC
ABN 50 423 289 752

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2022

Cash and Cash Equivalents

Cash and cash equivalents comprises cash on hand, demand deposits and short term investments which are readily convertible to known amounts of cash and which are subject to an insignificant risk of change in value.

Revenue and Other Income

Revenue is recognised when the amount of the revenue can be measured reliably, it is probable that economic benefits associated with the transaction will flow to the association and specific criteria relating to the type of revenue as noted below, has been satisfied.

All revenue is stated net of the amount of goods and services tax (GST).

Revenue is measured at the fair value of the consideration received or receivable and is presented net of returns, discounts and rebates.

Sale of goods

Revenue from the sale of goods is recognised at the point of delivery as this corresponds to the transfer of significant risks and rewards of ownership of the goods and the cessation of all involvement in those goods.

If the outcome cannot be reliably estimated then revenue is recognised to the extent of expenses recognised that are recoverable.

Revenue from training services is generally recognised once the training has been delivered.

Goods and Services Tax (GST)

Revenue, expenses and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST.

The net amount of GST recoverable from, or payable to, the ATO is included as part of receivables or payables in the balance sheet.

Cash flows in the cash flow statement are included on a gross basis and the GST component of cash flows arising from investing or financing activities which is recoverable from, or payable to, the taxation authority is classified as operating cash flows.

AUSTRALIAN INSTITUTE OF OCCUPATIONAL HYGIENISTS INC
ABN 50 423 289 752

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2022

	2022	2021
	\$	\$
3 Inventories		
Current		
Inventory	<u>3,997</u>	<u>5,011</u>
4 Property, Plant and Equipment		
Land and Buildings		
11/99-101 Western Ave	<u>305,470</u>	<u>305,470</u>
Total Land and Buildings	<u>305,470</u>	<u>305,470</u>
Plant & Equipment	78,893	78,893
Less: Accumulated Depreciation	<u>(54,229)</u>	<u>(50,971)</u>
	<u>24,664</u>	<u>27,922</u>
Office Furnitures & Fittings	19,906	19,906
Less: Accumulated Depreciation	<u>(9,077)</u>	<u>(7,166)</u>
	<u>10,829</u>	<u>12,740</u>
Total Plant and Equipment	<u>35,493</u>	<u>40,662</u>
Total Property, Plant and Equipment	<u><u>340,963</u></u>	<u><u>346,132</u></u>
5 Intangible Assets		
Website	160,068	57,504
Less: Accumulated Amortisation	<u>(57,405)</u>	<u>(34,603)</u>
	<u>102,663</u>	<u>22,901</u>
Trademarks	25,758	21,225
Less: Accumulated Amortisation	<u>(9,639)</u>	<u>(7,279)</u>
	<u>16,119</u>	<u>13,946</u>
Total	<u><u>118,782</u></u>	<u><u>36,847</u></u>

AUSTRALIAN INSTITUTE OF OCCUPATIONAL HYGIENISTS INC
ABN 50 423 289 752

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2022

	2022	2021
	\$	\$
6 Accounts Payable and Other Payables		
Current		
Trade Creditors	15,196	77,251
Accrued Expenses	-	4,597
GST Collected	2,370	842
Input Tax Credits	(10,944)	(15,841)
ATO - BAS	22,366	6,223
Awards	66,227	64,136
Provision for Annual Leave	13,999	9,607
Provision for Long Service Leave	3,279	-
Advance payments	119,415	173,074
	231,908	319,889
	231,908	319,889
7 Borrowings		
Current		
BB Credit Card 3779 CP	5,615	1,817
	5,615	1,817
	5,615	1,817
8 Reserves		
COVID19 - Cash Flow Boost	86,456	86,456
	86,456	86,456
	86,456	86,456
9 Retained Earnings		
Opening retained surplus	1,661,150	1,483,673
Net profit attributable to the association	250,437	177,477
Closing retained surplus	1,911,587	1,661,150
	1,911,587	1,661,150
	1,911,587	1,661,150

10 Statutory Information

The registered office of the association is:

Suite 11/ 99-101 Western Avenue West Meadows Vic 3049

The principal place of business is:

Suite 11/ 99-101 Western Avenue West Meadows Vic 3049

AUSTRALIAN INSTITUTE OF OCCUPATIONAL HYGIENISTS INC
ABN 50 423 289 752

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2022

	2022	2021
	\$	\$
<hr/>		
11 Cash Flow Information		
Reconciliation of cash		
Cash at end of the financial year as shown in the cash flow statement are reconciled to the equivalent items in the balance sheet as follows:		
BB Term Deposit 1242	1,004,982	1,003,978
BB Everyday 1135	637,088	470,001
	<u>1,642,070</u>	<u>1,473,979</u>
Reconciliation of cash flow from operations to operating surplus after tax		
Operating surplus/(deficit) after tax	250,437	177,477
Depreciation	5,169	8,616
Amortisation	25,162	10,043
(Increase)/Decrease in inventories	1,014	2,234
(Increase)/Decrease in prepayments	77,589	(164,492)
Increase/(Decrease) in trade creditors and accruals	(44,084)	81,742
Increase/(Decrease) in other creditors	2,091	2,084
Increase/(Decrease) in borrowings	3,798	85
Increase/(Decrease) in employee entitlements	7,671	(269)
Increase/(Decrease) in sundry provisions	(53,659)	44,553
Net cash provided by operating activities	<u>275,188</u>	<u>162,073</u>

**AUSTRALIAN INSTITUTE OF OCCUPATIONAL HYGIENISTS INC
ABN 50 423 289 752**

STATEMENT BY MEMBERS OF THE COUNCIL


The council has determined that the association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 2 to the financial statements.

In the opinion of the council the financial report as set out on pages 1 to 11:


- 1 Presents a true and fair view of the financial position of Australian Institute of Occupational Hygienists Inc as at 30 June 2022 and its performance for the year ended on that date.

- 2 At the date of this statement, there are reasonable grounds to believe that Australian Institute of Occupational Hygienists Inc will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the Council and is signed for and on behalf of the Council by:

President: 

Kate Cole

Treasurer: 

Neil Goulding

Dated this 30th day of September 2022

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF
AUSTRALIAN INSTITUTE OF OCCUPATIONAL HYGIENISTS INC
ABN 50 423 289 752**

Report on the Audit of the Financial Report

Opinion

We have audited the accompanying financial report, being a special purpose financial report, of Australian Institute of Occupational Hygienists Inc (the association), which comprises the balance sheet as at 30 June 2022, and the income and expenditure statement and cash flow statement for the year then ended, and notes to the financial statements including a summary of significant accounting policies and other explanatory information, and management's assertion statement.

In our opinion, the accompanying financial report of the association for the year ended 30 June 2022 is prepared, in all material respects, in accordance with the accounting policies described in Note 1 to the financial statements and requirements of the Association Incorporation Reform Act 2012.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Report section of our report. We are independent of the association in accordance with the auditor independence requirements of the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter- Basis of Accounting

We draw attention to note 1 to the financial report, which describes the basis of accounting. The financial report is prepared to assist the association to meet the requirements of Associations Incorporation Reform Act 2012. As a result, the financial report may not be suitable for another purpose. Our report is intended solely for the association and should not be distributed to or used by parties other than the association. Our opinion is not modified in respect to this matter.

Responsibilities of Management and those Charged with Governance

Management is responsible for the preparation and fair presentation of the financial report in accordance with the and for such internal control as management determines is necessary to enable the preparation of the financial report is free from material misstatement, whether due to fraud or error.

In preparing the financial report, management is responsible for assessing the association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the association's financial reporting process.

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF
AUSTRALIAN INSTITUTE OF OCCUPATIONAL HYGIENISTS INC
ABN 50 423 289 752**

Auditors' Responsibility for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

Name of Firm: MORAN Chartered Accountants

Name of Partner:



Zeina Moran, FCA

Address: 650 Nicholson Street North Carlton Vic 3054

Dated this 3rd day of October 2022

**AUSTRALIAN INSTITUTE OF OCCUPATIONAL HYGIENISTS INC
ABN 50 423 289 752**

CERTIFICATE BY MEMBERS OF THE COUNCIL

I, Kate Cole and Neil Goulding certify that:

- (a) We attended the annual general meeting of the association held on 6 December 2022.
- (b) The financial statements for the year ended 30 June 2022 were submitted to the members of the association at its annual general meeting.

Dated this 30th day of December 2022

Committee Member: _____
Kate Cole - President

Committee Member: _____
Neil Goulding - Secretary



Australian Institute of Occupational Hygienists

PO Box 2124 Gladstone Park VIC 2043

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