Association Wetlands International

Membership Guidelines

December 2009

Revised version as adopted by the General Members Meeting in December 2009, from the Membership Guidelines adopted by the members at the General Meeting in November 2004

The Membership Guidelines clarify for Wetlands International and its members the obligations of both parties in the membership relationship. It is meant to assist members in setting reasonable expectations and in executing their roles.

Membership status

Membership is open to national governments and NGOs. A member formally begins its membership when its delegate(s) are nominated, and an application is received and approved by Wetlands International. Members can nominate up to a maximum of two delegates. Delegates are representatives of the member organisation. Government members are not bound to legal decisions which might affect their sovereignty. Members in good standing are entitled to send delegates to Wetlands International General Members Meetings (GMM) where they may vote to set strategic priorities, elect the Board of the Association and approve the annual accounts of the Association Wetlands International. Members that have not fulfilled their representation and dues payment obligations for a period of two years will have their status changed to Observer and their right to vote will be suspended. Membership will be restored when the member resumes representation and payment.

Criteria for “Member in good standing” status are:

1. Delegates are appointed: Wetlands International encourages that the delegates have special interest, networks and activities dealing with national or international wetland and water management issues – either from a development or conservation perspective.
2. If contact information for dues invoices is different than that of the delegates, this information must also be provided.
3. Interaction with the designated contact office within Wetlands International about issues concerning wetland conservation and management as they arise in the country or region, and collaboration on the Wetlands International Strategy, programmes and projects, where relevant.
4. Timely payment of membership dues (see ‘Payment obligations’).

Membership dues

From 2011 a new membership dues system applies. The UN Scale of Assessment is the basis for the new membership dues system. Governmental members are placed in 11 groups according to the height of their country’s UN Scale of Assessment. A minimum fee of € 850 is applied in 2008, to be adjusted for inflation annually. The dues groups are available on the Wetlands International website (www.wetlands.org). Each year dues are adjusted to the latest available UN figures and for inflation as per the Dutch Consumer Price Index (CPI).

National NGOs can become members through the Wetlands International office in their country or region, provided that the statutes of a country/regional office allow for it. In that case the regional office will determine the exact dues, following guidelines as approved by the General Members Meeting in November 2007. Membership of NGOs in Europe, the United States and Canada as well as of International NGOs will be managed by HQ.

Payment obligations

Members are expected to pay their dues annually. Wetlands International submits invoices to members in January of each year. Dues payment status is reviewed quarterly. Wetlands International staff will contact those members who have not paid their dues by the second quarter of the year. Members two years in arrears will be designated observer status. Exceptions to this policy are made only under special circumstances, as approved by the Chair of the Board of the Association.

Working relationship

Members guide the direction of the organisation through their role in influencing the organisational goals and strategy. By sharing expertise and working in partnership with Wetlands International offices and networks, members can help achieve global and local objectives for wetlands, benefiting biodiversity and people's livelihoods. Productive collaboration is supported by clear designation of contacts:

- Wetlands International staff provide contact office information;
- Members provide delegates' contact information. When a member chooses to change appointment of their delegate(s), the member must notify Wetlands International in writing;
- Members and Wetlands International offices inform each other (and work together, where appropriate and practical) on wetlands and water conservation and management initiatives;
- Wetlands International offices co-ordinate membership at national and regional level, with support from headquarters, the Board and members.

What Members can expect from Wetlands International

- Execution of the global Strategy as approved by the Members;
- Notification of issues and activities relevant to individual members;
- Development of dialogue and inclusion of members in meetings and projects, where feasible and practical;
- Collaboration on agreed initiatives or projects;
- Invitation to participate in annual electronic and triennial 'face-to-face' meetings of the Association Wetlands International to review progress, strategy and current wetland conservation issues;
- Annual review to provide strategic look at activities of previous year and progress in Strategy implementation;
- Global newsletter with news on major initiatives and achievements;
- Web-based information on membership, dues levels, statutes, contact information and other documents relevant to fulfilling member obligations;
- Notification about new publications and services.

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