



International Radiation Protection Association

TO : PRESIDENTS AND SECRETARIES OF IRPA ASSOCIATE SOCIETIES

IRPA 13 BUSINESS PROGRAMME

REF: IRPA 13-11/01

18 August 2011

Dear Presidents, Dear Secretaries,

The IRPA 13 International Congress in Glasgow will start in less than 9 months. The preparation of the Congress is progressing well and full information about the submission of abstracts, registration, the scientific and the social programme, etc, can be found on the IRPA 13 Web Site at <http://www.irpa13glasgow.com/>.

As far as the preparation of the Business Programme is concerned, the IRPA Executive Council decided to follow the format adopted in 2008 at IRPA 12 in Buenos Aires with the Associate Societies Forum to be held on **Sunday 13 May** and the General Assembly to take place on **Wednesday 16 May** in the afternoon.

As you are probably aware of, following the revision of the IRPA Constitution adopted at the General Assembly in IRPA 13, the Executive Council has initiated a work of revision of the Rules of Administrative Procedures in order to put them into compliance with the new Constitution and also to take into account recent evolutions in the operation of the Association. After a long process, including two consultations with the Rules Committee, the new set of Rules has been definitively adopted at the 61st Executive Council meeting in Seoul in May 2011. These new Rules, which will be fully implemented for the preparation and running of the IRPA 13 Business Programme, can be found on the IRPA Web Site at :

<http://www.irpa.net/index.php/constitution-and-rules/246-rules-of-administrative-procedures.html>

If your Society wishes to participate to the IRPA 13 General Assembly you must be current with your dues payment and submit the list of your Delegates to the General Assembly including their **e-mail addresses**. Your Society may also :

- submit a candidate for nomination to the IRPA Executive Council at IRPA 13,
- propose a representative to the IRPA Rules Committee for the 2012-2016 period,
- express interest to host the IRPA 15 International Congress in 2020,
- submit items for the agenda of the IRPA 13 General Assembly,
- present its activities and proposals at the Associate Societies Forum.

The deadline for all the above actions is Saturday 31 December 2011

IRPA Executive Office

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Please note that an amendment to the IRPA Constitution concerning the membership to IRPA will be submitted by the Executive Council to the Delegates of the IRPA 13 General Assembly. The purpose for this change is to permit the possibility of offering membership in IRPA to organizations or individuals that do not qualify for membership as an Associate Society or member of an Associate Society. To give ample time to the Associate Societies to consider this amendment it is presented in **Attachment 1** to the present letter.

Finally, at the occasion of the IRPA 13 Congress, an IRPA Initiative for Young Professionals will be launched. Preliminary information is given in **Attachment 2** to the present letter. Associate Societies are encouraged to favour the participation of Young Professionals to the Glasgow Congress.

All Associate Societies will receive an official notice not later than the **15 of January 2012** including the agendas for the Associate Societies Forum, the 62th Executive Council, the IRPA 13 General Assembly, the 2012-2016 budget as well as the list of candidates for the Executive Council. All this information, also including the detailed proposal for hosting the IRPA 14 Congress from the South African Society and the expressions of interest for hosting IRPA 15, will be posted on the Business Programme section of the IRPA Web Site and you will also be notified by email.

The following sections presents further information to help you in the preparation of the Business Programme.

1. Candidatures for Nominations to the Executive Council.

The procedure for submitting a candidate for nomination to the Executive Council is described in **Annex B of the Rules** (http://www.irpa.net/index.php/constitution-and-rules/246-rules-of-administrative-procedures.html#rap_ab). Please note that Associate Societies from all regions of the world are encouraged to submit candidates for nomination to the Executive Council. Four positions for Executive Council members will be vacant in Glasgow, which means that 1/3 of the membership of the Executive Council will be renewed at the occasion of the IRPA 13 Congress.

2. Nomination of Delegates to the General Assembly.

The procedure for designating your delegates to the General Assembly is described in **Section 2 of ARTICLE VIII of the Constitution** (<http://www.irpa.net/index.php/constitution-and-rules/38-irpa-constitution.html#a8>) Please be aware that the participation of your Society to the General Assembly is dependant upon the payment in time of the 2012 dues. For any questions related to the payment of the IRPA dues please contact the IRPA Treasurer **Richard Toohey** at dick.Toohy@orau.org. Further details about the membership and the conduct of an IRPA General Assembly can be found in **Section 3 of the Rules** (http://www.irpa.net/index.php/constitution-and-rules/246-rules-of-administrative-procedures.html#rap_3).

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3. Nomination of Representatives on the Rules Committee.

The main role of the Rules Committee is to advise the Executive Council on any proposal of new Rules and Amendments to the Constitution. Each Associate Society is entitled to have a representative on the Committee. The role and provisions applying to the operation of the Rules Committee are described in **Section 6.2. 2. of the Rules**.

(http://www.irpa.net/index.php/constitution-and-rules/246-rules-of-administrative-procedures.html#rap_6).

4. Expression of Interest to host the IRPA 15 International Congress.

Associate Society or Societies wishing to host the IRPA International Congress to be held in 2020 must submit an expression of interest in advance of the IRPA 13 General Assembly at which it will be presented and discussed. The basic requirements and procedures related to the organization of an IRPA International Congress are given in **Article IX of the Constitution**

(<http://www.irpa.net/index.php/constitution-and-rules/38-irpa-constitution.html#a9>). Specific details for the selection and conduct of a Congress are provided in **Section 7 of the Rules** (http://www.irpa.net/index.php/constitution-and-rules/246-rules-of-administrative-procedures.html#rap_7).

5. Issues for the Agenda of the General Assembly.

Associate Societies may submit before the 31 December 2011 proposals, questions or suggestions to be placed on the Agenda of the IRPA 13 General Assembly. Please note that proposals, questions or suggestions received from an Associate Society after this deadline may however be presented at the meeting of the General Assembly in accordance with the provisions of **Article XIII of the Constitution** (<http://www.irpa.net/index.php/constitution-and-rules/38-irpa-constitution.html#a13>).

6. Presentation at the Associate Societies Forum.

The IRPA Associate Societies Forum will take place on Sunday 13 May from 10h00 to 18h30. The morning session will be devoted to the reception of the new Associate Societies and the presentation and discussion of the key actions of the Executive Council. The afternoon session will be entirely devoted to the presentation and discussion of the activities of the Associate Societies. If your Society wishes to present its activities or to make proposals for future IRPA initiative please notify the Executive Office before the **31 December 2011**.

If you have any questions concerning the preparation of the IRPA 13 Business Programme, please do not hesitate to contact me.

Looking forward to hearing from you in the near future and meeting you in Glasgow next May.

Sincerely yours,

Jacques Lochard
IRPA Executive Officer

IRPA Executive Office

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IRPA 13 BUSINESS PROGRAMME

Attachment 1

REF: IRPA 13-11/01-1

18 August 2011

PROPOSED AMENDMENT TO THE IRPA CONSTITUTION

ARTICLE III: MEMBERSHIP AND ASSOCIATE SOCIETIES

Section 1 (Present wording)

The Association consists of individual members grouped in national or regional societies. The members of the Associate Societies automatically become members of the Association and membership in the Association shall be contingent upon membership in good standing in one of the Associate Societies.

Section 1. (Proposal)

The Association consists of individual members grouped in national or regional Associate Societies and affiliate members. Members in good standing in one of the Associate Societies automatically become members of the Association. The qualification, duties, rights and privileges of affiliate members are defined by the Executive Council and specified in the Rules and Procedures of the Association.

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IRPA 13 BUSINESS PROGRAMM

Attachment 2

REF: IRPA 13-11/01-2

18 August 2011

The IRPA Young Professionals Initiative

As part of its 2010-2020 Strategic Plan the IRPA Executive Council decided to develop an initiative to facilitate interaction and networking amongst young IRPA members. This will start at the IRPA 13 Congress in Glasgow with the following actions:

1. **The Young Professional Reception.** This reception will take place on Monday evening May 14 which will be the “motivational kick off” for the overall IRPA Young Professionals Initiative. This reception will be opened to all those who attend the Congress and fall within the definition of “young” (See below). It will give them the opportunity to start to network and also to meet some of the senior members of the profession in a social environment.
2. **The IRPA 13 Young Professionals Meeting.** This meeting will take place later during the week to allow young professionals to start thinking on potential specific activities. A meeting room and a time period will be allocated by the organizers of the Congress. The young professionals will decide how and how long they want to meet.
3. **The IRPA 13 Young Professionals Prize.** As declared in the Second Announcement and Call for Papers for the IRPA13 Congress in Glasgow (13-18 May 2012) will award prizes for the best presentations by a Young Professional.

Definition of IRPA Young Professionals: the IRPA Executive Council has defined young professionals as all students and persons in the first ten years of their career in radiation protection. Such definition implies that young professionals will only exceed the mid-30s age in exceptional circumstances.

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