

## IRPA – Present and Future

### INTRODUCTION

This report presents a summary of the governance and functional operation of IRPA for the years 2008 – 2012. It presents first the vision, mission and strategies for the future as developed by the Executive Council at the beginning of its term. Operational changes made by the Executive Council through changes in the Rules are reviewed. An overview is presented of the financial operations, budget, expenditures and current status. Ideas are presented to increase revenues and a change in the dues structure is discussed. Finally, some challenges for IRPA are presented along with ideas for future governance and operational modifications that will enable IRPA to continue to represent the radiation protection professional effectively in the international arena.

#### I. STRATEGIC PLAN

At the beginning of the 2008-2012 term the Executive Council adopted a Strategic Plan, including Vision and Mission Statements to guide the activities of IRPA into the future and developed an Action Plan for its term .

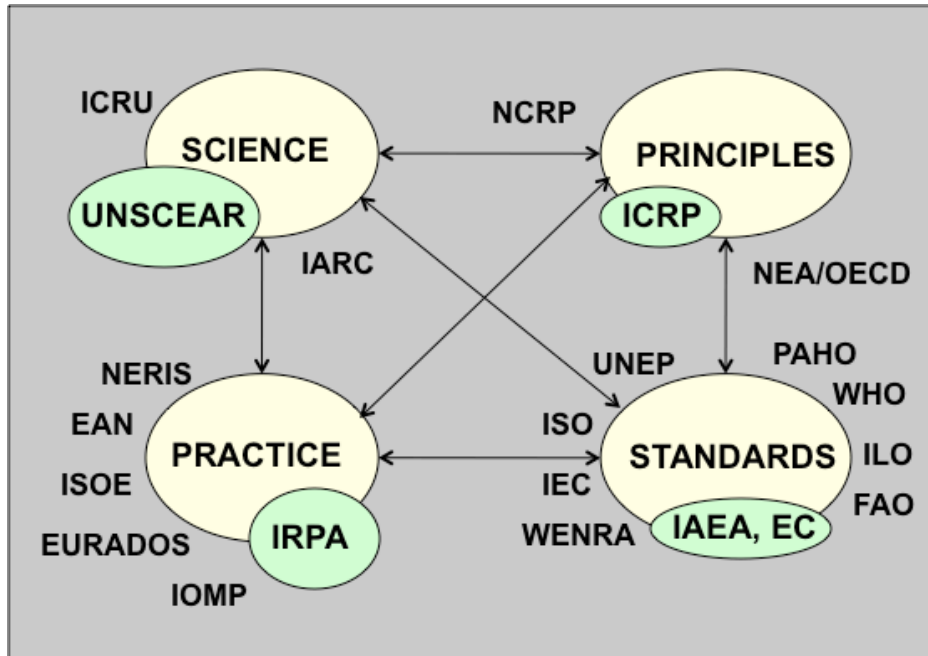
The IRPA Vision for 2020 states:

*IRPA is recognized by its members, stakeholders and the public as the **international voice of the radiation protection profession** in the enhancement of radiation protection culture and practice worldwide.*

The Mission Statement is:

*IRPA is the international professional association for radiation protection. It promotes excellence in the practice of radiation protection through national and regional Associate Societies and radiation protection professionals by providing benchmarks of good practice and enhancing professional competence and networking. It promotes the application of the highest standards of professional conduct, skills and knowledge for the benefit of individual and society.*

Based on these statements the Executive Council created the diagram shown in Fig. 1. to depict schematically the relationship of the international organizations in the system of radiation protection. It identifies the primary functions of these organizations in the 4 pillars of science, principles, standards and practice and underlines the organizations having a leading role in these functions as well as the other organizations that are important contributors to each of the pillars. It is to note that the diagram may not include all the organizations involved in radiation protection worldwide. The diagram also illustrates the evolution of the international organization of radiation protection with the increasing role of professional networks.



**Figure 1 The 4 Pillars of Radiation Protection**

The Executive Council also adopted a set of **Goals** for the period 2008 – 2020:

1. Promote excellence in the conduct of IRPA.
2. Promote excellence in national and regional associate societies.
3. Promote excellence in radiation protection professionals.
4. IRPA is recognized by its members and stakeholders as the international voice of the radiation protection profession.

### **The 2008-2012 Action Plan**

A number of **Tasks** were defined for the current Executive Council term to address these goals.

1. Develop rules and procedures to ensure the conduct of excellent and effective IRPA congresses.
2. Develop a scheme for the future support of IRPA activities.
3. Develop a position paper on the subject of an effective society to assist Associate Societies to promote excellence in the practice of radiation protection.
4. Develop an action plan for expanding the membership of IRPA.
5. Develop an IRPA Strategy Plan on education and training activities.
6. Promote and support the development of guidance documents for use by radiation protection professionals and Associate Societies.
7. Prepare a document on the criteria for engaging IRPA with its members, Associate Societies, international and professional organizations.
8. Develop collaborative arrangements with international organizations to improve radiation protection worldwide.
9. Prepare a paper on the evolution of the publication and communication policy.

All these tasks have been completed (see ANNEX A) and IRPA is positioned to advance to a new set of Tasks for the next four years.

## II. OPERATION OF IRPA

**Executive Council** – The operational organization of IRPA, its governance structure, is established in the Constitution, which states that the General Assembly is the representative body of the Association and, as such, shall have, hold and control all funds, properties, and activities of the Association. The General Assembly may delegate as much of its power and authority to the Executive Council as is appropriate for the efficient administration of the affairs of the Association. Thus, the Executive Council is given the responsibility for the general management of the affairs of the Association. The responsibilities of the Officers are detailed in the Constitution.

The Executive Council functions within the IRPA Constitution and the Rules of Administrative Procedures (<http://www.irpa.net/index.php/constitution-and-rules.html>). The Executive Council usually meets annually to conduct the business of IRPA. Since the 2008 IRPA 12 Congress the Executive Council has met 5 times beginning with a short organizational meeting in Buenos Aires. Reports of activities are received from officers and any Executive Council members given special responsibilities at all meetings of the Executive Council, and general business is conducted in accordance with any instructions given at the previous General Assembly. Two meetings were held in 2009 that focused on developing a strategic plan for IRPA through 2020 and developing a set of tasks to be completed during the period 2008 to 2012 in accordance with that plan. Meetings following in 2010 and 2011 tracked the progress of the work related to those tasks (See Annex A).

An important task for the Executive Council is to maintain contact with the Associate Societies, to keep the members informed of the important issues concerning the Association, and to enable dialog among the Associate Societies and with the Executive Council. Information is transmitted primarily through the web site. New information of interest to IRPA members is frequently posted, including a semi-annual report from the President on IRPA activities. All IRPA Associate Societies are notified when new information is posted. Associate Societies are encouraged to use the Associate Society News section of the web site to post information about their activities.

Another way in which the Executive Council facilitates communication with the members is through the Associate Society Forum held at each IRPA regional congress. Such a forum was held at the four regional congresses in 2010 in Tokyo, Helsinki, Nairobi and Medellin. Six hours have been designated for the Associate Society Forum in Glasgow at IRPA13.

Another objective of the Executive Council is to hold meetings in association with IRPA Congresses or other meetings related to radiation protection as well as to visit countries with IRPA Associated Societies. The 2009 meetings were held in the USA in association with the Annual Meeting of the national Council on Radiation Protection and measurements, and in Paris. The 2010 meeting was held in Nairobi, Kenya in association with the African Regional Congress. In 2011 the Executive Council met in Seoul, Korea, a potential site for the 2020 IRPA Congress. A final meeting of the Executive Council will take place immediately prior to the 2012 IRPA12 Congress in Glasgow..

Organizational changes have been made in accordance with the Constitutional revisions made in 2008 and the subsequent Rules changes. These changes improve the efficiency of operation and the security of IRPA finances. The key evolutions are the following:

**IRPA Congresses** – The Executive Council is now working more closely with the International Congress Organizing Committee for the preparation and programming of the International Congresses and with the organizing committees for the regional congresses to ensure that they are excellent and effective congresses and that they are well-managed scientifically and financially. The Montreal Fund is available to assist with support for participation of radiation protection scientists from developing countries and countries that have no IRPA Associate Society. The Montreal Fund Committee (See Rules of Administrative Procedures) has been established to administer the Fund and make recommendations to the Executive Council concerning the Funds assets and distributions.

The process for an effective selection of the venue for the International Congresses has been modified so that the venue is selected 8 years in advance of the Congress. Indications of interest in hosting a congress are accepted at the General Assembly 8 years prior to the Congress and the General Assembly, by vote, selects the preferred venue. The selected host prepares a detailed proposal for evaluation by the Executive Council 18 months prior to the next General Assembly. The General Assembly confirms the venue at its meeting 4 years in advance of the Congress. The IRPA President appoints a member of the Executive Council as a member of the International Congress Organizing Committee, in addition to the Vice-president for Congress Affairs.

**Nominations for Executive Council** – The process for nominating candidates for the Executive Council has been formalized and must be completed in advance of the Congress and General Assembly at which the elections take place. The nomination documents are posted on the IRPA web site in advance of the Congress for review by all delegates. It is expected that this process will encourage representation on the Executive Council that reflects the global membership of IRPA.

**Membership** – There will be a constitutional amendment proposed for action at the General Assembly in Glasgow. It is designed to permit the Executive Council to create additional categories of members for IRPA and to extend the visibility and influence of IRPA. The proposed change is to Section 1 of Article 3 and states:

*The Association consists of individual members grouped in the national or regional associated societies **and affiliate members**. The members of the Associated 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. **The qualifications, duties, rights***

***and privileges of affiliate members are defined by the Executive Council and specified in the Rules and Procedures of the Association.***

Additional categories of membership may be individuals who are members of a radiation protection society that does not qualify for Associate Society status, individuals who reside in countries that have no organized radiation protection society, or corporations and other organizations that have a scientific or operational interest in radiation protection. The details of any additional membership categories would be specified in the Rules of Administrative Procedures.

IRPA is also actively engaged in the effort to bring young scientists and professionals in radiation protection into active participation in IRPA and to encourage the Associate Societies to demonstrate their value to those in the profession. As a part of this effort IRPA has established a young scientist (professional) award that will be presented at the IRPA13 Congress, and is encouraging organizers of future regional congresses to include such an award in their programs. In addition, a special reception for young scientists and professionals will be held at IRPA13. IRPA encourages all its Associate Societies to create such awards and opportunities for young scientists and professionals.

**Guiding Principles** – Two Working Groups have been formed in the past 2 years. One resulted from a series of 3 workshops that were held in France, Korea and the USA on the subject of forming and enhancing radiation protection culture. This WG is Chaired by Bernard LeGuen and composed of 16 members from 11 countries. It is preparing a document on guiding principles for discussion at the Associate Societies Forum in Glasgow.

The second WG has the assignment to review the procedures and processes that currently exist for certification of radiation protection experts and to propose a set of guiding principles for establishing the qualifications and a certification process for radiation protection experts. This would be a set of principles that can be used by IRPA Associate Societies who wish to establish a certification process or to improve an existing process. The WG is co-chaired by Colin Partington and Kent Lambert and is composed of 7 members from 6 countries. An initial discussion of their work should also be available for the Associate Societies Forum in Glasgow.

It is expected that both Working Groups will produce final reports that will be made available to all Associate Societies and become part of the IRPA Guiding Principles for Radiation Protection Professionals series that started with the IRPA Guiding Principles for Radiation Protection Professionals on Stakeholder Engagement adopted and published in 2008.

**Documents** – A number of documents concerning IRPA operations have been produced in the past 4 years. They include

1. A position paper on the subject of an effective society to assist Associate Societies to promote excellence in the practice of radiation protection.
2. An IRPA Strategy Plan on education and training activities.
3. A document on the criteria for engaging IRPA with its members, Associate Societies, international and professional organizations.

**Collaborations** – There are many opportunities for collaboration with international organizations and programmes, and it is important to optimize the IRPA resources to participate in those activities where IRPA's interests are critical. To this end the Executive Council has developed guidance on the criteria for engaging IRPA with its members, Associate Societies, international and professional organizations.

IRPA's collaborative arrangements with intergovernmental organizations such as the IAEA, WHO and ILO have been further developed to improve radiation protection worldwide. IRPA has also entered into a Memorandum of Understanding with the International Organization of Medical Physics (IOMP) to enhance radiation protection for medical staff, patients and the public related to medical uses of radioactive materials and radiation-generating devices.

IRPA is collaborating with WHO and ILO to present a forum on radiation protection at the International Conference on Occupational Health, Cancun, Mexico in March 2012. IRPA is also cooperating with the IAEA in the organization of an International Conference on "Radiation Protection in Medicine – Setting the scene for the next decade" to be held in December 2012 in Bonn, Germany.

IRPA also is represented by a member of the Executive Council on the Advisory Board for the European Network on Education and Training in Radiation Protection (ENETRAP II). The overall objective of this 7<sup>th</sup> Framework Program project is to develop European high-quality "reference standards" and good practices for education and training in radiation protection (RP), specifically with respect to the radiation protection expert (RPE) and the radiation protection officer (RPO).

In addition, the President has been invited to attend and participate in several conferences of IRPA Associate Societies.

It is clear that there is a need for the IRPA President to identify members outside the Executive Council who are qualified and able to represent IRPA at these important international meetings and conferences and to convey the vision and mission of IRPA.

An overview of the demands placed on IRPA resources, in the past 3 years is given in Annex B.

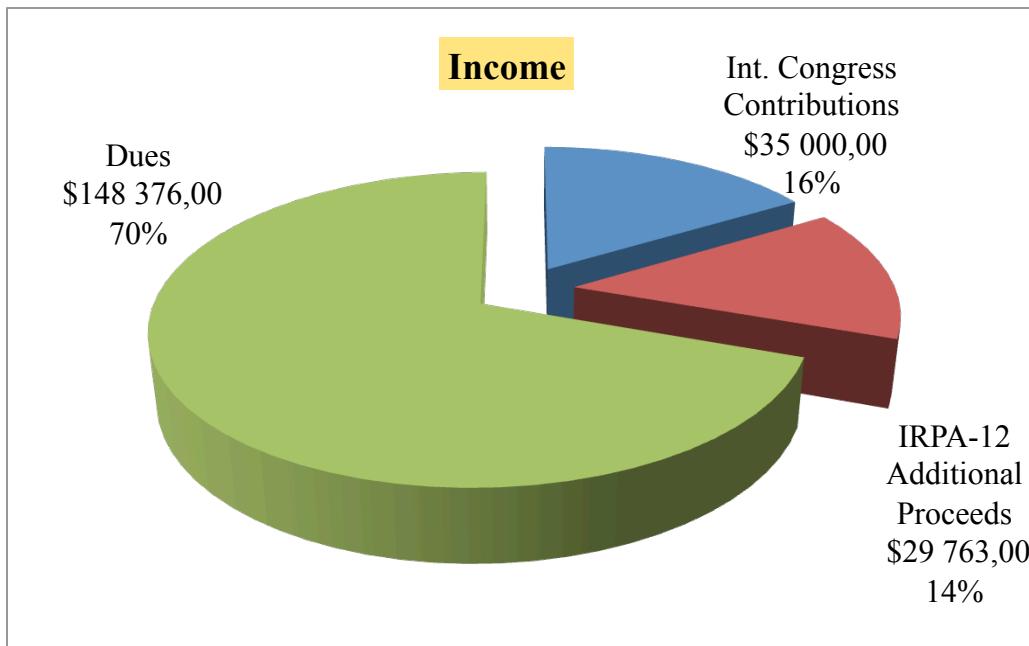
### **III. FINANCES**

The requests placed on IRPA for activities with international organizations as well as requests from IRPA Associate Societies for support in the organization of regional congresses demonstrate a clear need for increased financial resources. This need is made even more evident by the increasing complexity in the management of IRPA operations and the decreasing

availability of volunteer time. To maintain and enhance the role of IRPA as the International Voice of the Radiation Protection Profession requires additional participation of IRPA members and additional financial resources. The current IRPA budget calls for expenditures of approximately \$70,000 per year.

Considerable thought and discussion has taken place within the Executive Council about the future management of IRPA and ways to increase revenue without placing unreasonable demands on the IRPA membership. Discussions with professional association management firms have begun to identify services that would be useful and means for generating the revenues required to pay for such services. The Executive Council also has initiated a task to develop the ability to offer advertising on the web site to companies and organizations that provide radiation protection services, supplies and equipment.

**Current Income** – Fig. 2 shows the Association income for the past 3 years. It clearly demonstrates the reliance on income from **Society Dues** and from the **International Congress**. The Executive Council has discussed several possibilities for enhancing the Association revenues. Two of these possibilities that would have minimal additional demands on the IRPA members are a small change in the dues structure and advertising on the IRPA web site.



**Figure 2 IRPA Income 31 October 2008 - 31 October 2011**

**Dues** – Increasing membership in IRPA will probably come from radiation protection societies in countries with limited financial capabilities and cannot be expected to increase income substantially. However, the Executive Council is considering a restructuring of dues to allow a

proposal for a small dues increase from only the members in countries with substantial resources. The proposed method is based on tables of National GDP per Capita issued by the World Bank, and groups countries according to three levels of wealth (See Table 1).

**Table 1 Proposed Dues 2013-2016**

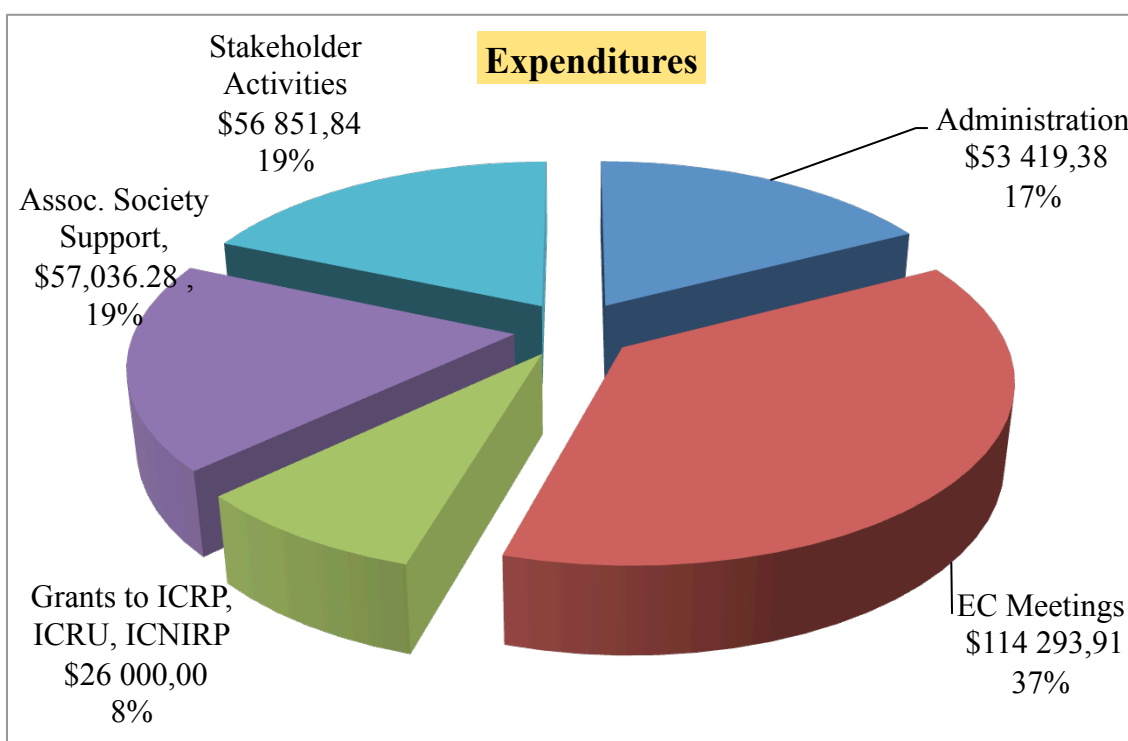
| Level  | No. of Societies | No. of Members | Countries   | Proposed Dues |
|--------|------------------|----------------|---|---------------|
| Upper  | 32 (69.6%)       | 15,201 (94.6%) | All except below  | \$3.50        |
| Middle | 11 (23.9%)       | 815 (5.0%)     | Argentina<br>China<br>Colombia<br>Cuba<br>Egypt<br>Malaysia<br>Morocco<br>Peru<br>Philippines<br>Serbia<br>South Africa | \$3.00        |
| Lower  | 3 (6.5%)         | 64 (0.4%)      | East Africa<br>India<br>Madagascar  | \$2.00        |

The proposal increases dues from the wealthier countries from \$3 to \$3.50, but reduces the dues for a small number of IRPA Associate Societies with lesser ability to pay. Such an approach is being increasingly used in similar international associations and is considered to be ethically-based. Some associations that have adopted such a dues structure are: Society of Exploration Geophysicists, International Gynecologic Cancer Society, Academy for Eating Disorders, American College of Clinical Pharmacology, Alliance of Hazardous Materials Professionals, Society for Research on Nicotine and Tobacco and American Association of Petroleum Geologists.

Adoption of such a proposal would increase the annual revenue by approximately \$7,500.

**Web Site Advertising** – IRPA has developed a demonstration site for advertising that is being presented to exhibitors at the IRPA13 Congress. Feedback from the exhibitors will be taken into account for the final web advertising offer and the associated pricing. If the Executive Council proceeds with offering such an opportunity, criteria for placing advertising will be developed by the Executive Council under the leadership of the Publications Director. It is expected that web site advertising could provide a substantial and reliable revenue source for IRPA.

**Current Expenditures** – As shown in Fig. 3 below, a 46% of IRPA’s resources are used to support Associate Societies, Stakeholder Activities and International Commissions. **Associate Society** support has been grants outside the Montreal Fund for the regional congresses held in 2010 and the loan to the ICOC for the IRPA13 Congress in Glasgow. The expense for **Stakeholder Activities** covers the cost of representing IRPA at various meetings of the international organizations, participation in international conferences and associate society meetings. The remaining 54% goes to support various administrative activities such as web site maintenance and communications, and the meetings of the Executive Council. During the period October 2008 to October 2011, the Executive Council met five times. (The first was a short organizational meeting in Buenos Aires following IRPA12.)



**Figure 3 IRPA expenditures 31 October 2008 - 31 October 2011.**

A substantial amount of support for both **Administration** and **Executive Council Meetings** has come from outside organizations that cover the expenses of Executive Council members for these activities. It is considered that this support is likely to be unsustainable in the future, which could have significant implications for IRPA finances.

**Montreal Fund** – In 2005 the Executive Council established the Montreal Fund with the transfer to IRPA of the contribution from the proceeds of the IRPA 8 International Congress held in Montreal, Canada, in 1992 managed until then by the Canadian Radiation Protection

Association. Its purpose is to support the enhancement of radiation protection worldwide by supporting attendance of young scientists and professionals at IRPA Congresses. The Fund is administered by the IRPA Montreal Fund Committee as defined in the Rules of Administrative Procedure. The receipts and expenditures for the Montreal Fund are accounted outside the IRPA Operating Budget. This Fund provides an excellent opportunity for Associate Societies to contribute to an important part of the IRPA mission in addition to the normal payment of dues. Table 2 shows the Montreal Fund receipts and disbursements since the close of IRPA-12.

Contributors during this period include the Associate Societies of Argentina, Colombia, Great Britain, Italy, Mexico, and the Russian Federation, and also the Asian-Oceania Congress on Radiation Protection 3 (AOCR3) and the American Association of Physicists in Medicine (AAPM).

**Table 2 Montreal Fund Income and Expenses 2008-2011**

|                        |  | Income       | Expenses    | Balance      |
|------------------------|--|--------------|-------------|--------------|
| 2008 Following IRPA 12 |  |              |             | \$ 47,723.05 |
| INCOME:<br>2008-2011   |  |              |             |              |
|                        | Contributions                                  | \$ 22,212.47 |             |              |
|                        | Interest Income                                | \$ 665.21    |             |              |
|                        |  |              |             |              |
| EXPENSES:<br>2008-2011 |  |              |             |              |
|                        | African Congress 2010                          |              | \$ 8,000.00 |              |
|                        | Latin American Congress 2010                   |              | \$ 5,000.00 |              |
|                        | Radiation Protection Culture Workshop, US 2011 |              | \$ 1,500.00 |              |
|                        | Bank Fees                                      |              | \$ 101.65   |              |
| 2011 May               |  |              |             | \$ 55,999.08 |

#### IV. FUTURE

It is clear from the increasing recognition of IRPA as the *international voice of the radiation protection profession* that additional resources, both financial and personnel will be required for the future. As stated above the Executive Council has made some plans to increase the revenues, but additional action is necessary. To ease the administrative burden and free some time for the Executive Council members to represent IRPA the Executive Council is evaluating the possibility of engaging a professional association management organization and professional

congress organizer to deal with membership data and communication, including web site development and maintenance, congress organization and management, staffing Executive Council and committee activities, etc. The Executive Council has also established priorities for IRPA engagement with other organizations so that expenditures for these stakeholder activities are reasonable and effective for *the enhancement of radiation protection culture and practice worldwide* as stated in IRPA's vision.

Looking forward the challenges for the next IRPA Executive Council for 2012 – 2016 are clear. Within the guidance of the current Strategic Plan the principal future priorities proposed are as follows:

- To continue the aim of establishing IRPA as the international voice of the radiation protection profession through effective and focused engagement with other international organisations
- To embed the sharing of good practice and professionalism in Associate Societies and individual members through the development of Guiding Principles, the support and coordination of education and training and the convening of effective Congresses
- Supporting the establishment of effective Associate Societies and associated practices, with particular emphasis on the lesser-developed countries.

To achieve these objectives there is a need to enhance the involvement of the Associate Societies and members in the IRPA work programs, making the greatest use of modern communication methods to do this in the most cost-effective manner.

Goals can be refined and new tasks developed by the next Executive Council to ensure the future success of IRPA as it approaches the 50<sup>th</sup> anniversary of its founding.

Respectfully submitted:

Kenneth R Kase, President

Jacques Lochard, Executive Officer

15 February 2012

## ANNEX A: TASKS 2008-2012

1. Develop rules and procedures to ensure the conduct of excellent and effective IRPA congresses.

2011 EXECUTIVE COUNCIL GUIDEBOOK (10 November 2011)

2. Develop a scheme for the future support of IRPA activities.

IRPA REPORT – PRESENT AND FUTURE 2008-2012 (15 February 2012)

3. Develop a position paper on the subject of an effective society to assist Associate Societies to promote excellence in the practice of radiation protection.

DRAFT IRPA EFFECTIVE SOCIETY [JRC THOUGHTS, V 0.1, 28 May 2011]

4. Develop an action plan for expanding the membership of IRPA.

PROPOSED CONSTITUTIONAL AMENDMENT:

*The Association consists of individual members grouped in the national or regional associated societies **and affiliate members**. The members of the Associated 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. **The qualifications, duties, rights and privileges of affiliate members are defined by the Executive Council and specified in the Rules and Procedures of the Association.***

5. Develop an IRPA Strategy Plan on education and training activities.

IRPA'S CONTRIBUTION to E&T ACTIVITIES for RADIATION PROTECTION PROFESSIONALS, E. Gallego, A. Hefner (31 May 2010)

6. Promote and support the development of guidance documents for use by radiation protection professionals and Associate Societies.

Three WORKSHOPS and WORKING GROUP on RADIATION PROTECTION CULTURE

WORKING GROUP on CERTIFICATION and QUALIFICATIONS for RADIATION PROTECTION EXPERTS

7. Prepare a document on the criteria for engaging IRPA with its members, Associate Societies, international and professional organizations.

CRITERIA for IRPA ENGAGEMENT (rev 3, June 2011)

8. Develop collaborative arrangements with international organizations to improve radiation protection worldwide.

MOU BETWEEN IOMP AND IRPA (3 February 2010)

See also REPORT on IRPA PLANS and OPERATIONS (rev 4, 29 Dec 2011) for collaborative arrangements with ICRP, IAEA, WHO, ILO.

9. Prepare a paper on the evolution of the publication and communication policy.

PUBLICATION DIRECTOR'S REPORT (28 May 2011)

## **ANNEX B: IRPA COLLABORATIVE ACTIVITIES 2008-2012**

### **IAEA, Vienna, Austria**

- Radiation Safety Standards Committee, participated in 3 of 7 meetings – 2009, 2010, 2011 (did not attend one meeting in 2008, 2009, 2010, 2011)
- Steering Committee on Occupational Radiation Protection – 2010, 2011
- Steering Committee on Radiation Protection of Patients – 2010, 2011 (did not attend)
- Steering Committee on Education & Training in Radiation Protection & Waste Safety – 2009, 2011 (did not attend 2010)
- Planning and Coordination Meeting for Strengthening Medical Physics in Radiation Medicine – 2009
- International Symposium on Standards, Applications and Quality Assurance in Medical Radiation Dosimetry – did not attend
- Technical Meeting on the Justification of Medical Exposure in Diagnostic Imaging – did not attend

### **ICRP**

- Committees 1 and 4: Porto, Portugal 2009
- Committee 4: Geneva, Switzerland 2010
- Committees 1, 3, 4 & 5; and Symposium: Bethesda, USA 2011

### **International Agency Committee on Radiation Safety**

- Paris, France 2010
- Geneva, Switzerland 2011

### **Nuclear Energy Agency Committee on Radiation Protection and Public Health**

- Paris: 2009
- Paris: 2010
- Paris: 2011

**European Council Article 31 Expert Group on Radiation Protection**, Luxembourg (two meetings per year)

- Attended one meeting in 2009, 2010, 2011

**ICRU** – did not attend

### **Conferences**

- 2009, World Congress on Medical Physics and Biomedical Engineering, Munich, Germany. (Presentation of IRPA activities in a session on risk communication focused on the application of the Guiding Principles on Stakeholder Engagement and the initiative on improving radiation protection culture to risk communication. Meeting with IOMP Board of Directors.)
- 2009, 4<sup>th</sup> International Congress on Education and Training in Radiological Protection (ETRAP 2009), Lisbon, Portugal (presentation)
- 2009, International Conference, Modern Radiotherapy: Challenges and Advances in Radiation Protection of Patients – did not attend
- 2010, International Conference on Radiation Protection in Medicine, Varna, Bulgaria (presentation and participation in forum and panel)
- 2011, International Congress on Medical Physics, Porto Alegre, Brazil (presentation and panel on IRPA/IOMP cooperation. Meeting with IOMP Board of Directors.)
- 2011, First ICRP Symposium, Bethesda, MD, USA