



IRPA General Assembly Arrangements - 14 January 2021

The General Assembly (GA) will be a virtual meeting, held on **Thursday 14 January 2021**. The GA will commence at **11:30 hrs UTC/GMT** and will last for up to four hours (although we hope that we will not need the full allocated time).

Note that this time corresponds as follows;

Japan/Korea	20:30 hrs
Central Europe	12:30 hrs
US Eastern Std Time	06:30 hrs

The GA will run on the GoToWebinar virtual platform. Relevant technical information on the use of this system will be circulated in advance, together with an invitation for delegates to participate in a test session of this platform, and of the voting system, in advance of the GA. Test sessions will be held on both 17 and 18 December at the same time as the start of the GA as above: please join one of these sessions, where you will be able to test your connections and interactions. Details on how to join will be circulated later.

The meeting is only open to accredited Associate Society delegates, the Executive Council members and the two nominated non-voting tellers. Access will be through the declared delegate email address.

All relevant papers for the meeting will be made available in advance via the IRPA website page: <http://irpa.net/page.asp?id=54824> . Further information on the necessary documentation to be posted is given below. There will be advance voting on some relevant issues also as indicated below.

Commentary on selected Agenda Items

The Agenda for the GA is attached.

3. Membership of the General Assembly

Associate Societies (AS) must nominate their delegates, including full email addresses, to the Executive Officer Bernard Le Guen (exec.off@irpa.net) **no later than 11 December**. The Executive Officer will send a confirmatory email to each delegate to confirm their registration. If this is not received by 18 December then the delegate must urgently contact the Executive Officer.

The Executive Council (EC) has nominated two tellers to act as independent scrutineers of all voting: Brett Burk (US) and Katia Gandweg (France).

The tellers will be the only persons who see the votes cast, and will provide the overall outcome of any ballot to the IRPA President and Executive Officer. The tellers are experienced in this role, having acted in this capacity at previous GAs. Neither person, nor their home country, is a candidate within any ballot.

4. Appointment of the Officers for 2021-2024

The Executive Council has nominated single candidates for each of five officer positions, as shown in the agenda. The GA is required to confirm or reject these candidates - delegations may raise any issues in advance via email to the Executive Officer. The CVs of the nominees can be viewed via the webpage.

5. Host for IRPA16 International Congress in 2024

At the 2016 Cape Town GA the US HPS proposal to host the IRPA16 2024 International Congress in Orlando, Florida, was accepted as the preferred destination. Updated information has recently been made available to all AS, and no issues have been raised. The latest proposals are available via the GA web page, and AS may comment in advance via email to the Executive Officer. Unless significant issues are raised in advance, the GA will be invited to confirm this decision. Upon acceptance of this proposal the HPS nominates Kevin Nelson (see CV on the web page) as the Vice President for Congress Affairs, the sixth officer appointment on the Executive Council.

6. Elections for the Executive Council members for 2021-2024

In addition to the six Officer appointments there are three continuing elected EC members (see CVs on the web page):

Hiroko Yoshida	Japan (JHPS)
Klaus Henrichs	Germany (FS)
Marie-Claire Cantone	Italy (AIRP)

Therefore there are three vacancies for election to the EC, with 10 candidates declared as identified in the agenda. Each candidate is asked to prepare a CV and statement of candidature (as a single PDF document) and send to our web team (sci.sec@icrp.org and akaram238@gmail.com) as soon as possible (**no later than 13 December**) for display on the web page. The candidate may also prepare a short video statement (max 5 minutes) in mp4 format for the web page (these are large files, so upload to <https://www.dropbox.com/request/cQrxu16Be3xchhuTcMmA>).

The first round of voting for this election will be held in advance of the GA using the ADoodle voting system. All delegates will receive advance information and an opportunity to practice voting. Voting will be open during the period 00:01 hrs UTC 4 January to 23.59 hrs UTC 8 January, and each delegate will be able to vote for a maximum of three candidates.

Further rounds of voting will take place during the GA using the system available through the virtual platform. The Executive Council is still finalising the detailed mechanics of the voting system, but as noted above there will be a trial of this system in advance of the GA so that all delegates are aware of how to vote. We expect that each delegate will have a personal vote.

Further information on voting for the EC members is in Appendix 1.

10. Host for IRPA17 International Congress in 2028

There are four candidates for hosting the IRPA17 International Congress in 2028, as shown in the agenda. Each candidate is asked to prepare a proposal summary in PDF format which will be available on the web page, and may support this with a video in mp4 format. Please arrange to provide these to IRPA as indicated above (section 6 EC elections) **by 13 December**.

Delegates will vote for their preferences in advance of the GA via ADoodle during the period 4-8 January as above. You are asked to list your preferences in order (1 first, 4 last). The outcome will be determined on the basis of the Single Transferable Vote system, whereby if your first choice is eliminated by coming last then your second choice is counted - etc through successive iterations until one candidate receives a majority of votes cast.

Agenda items 7, 8, 9, and 12

The following information for these agenda items will be posted on the webpage:

7. The Term Report for 2016-2020
8. Treasurer's Report
9. Budget for 2021-2024
11. Changes to the IRPA Constitution
12. The Associate Society Survey

Delegations (preferably via the delegation leader) are asked to send any relevant comments on these issues via email to the Executive Officer (exec.off@irpa.net) in advance of the GA so that we can arrange for efficient consideration in the meeting. It is particularly important to raise in advance any views relating to items requiring formal approval by the GA, including items 9 and 12 above.

13. Issues arising from the Associate Societies Forum

The Associate Societies Forum (ASF) is a forum for the Associate Societies to share experiences and good practices, to comment on the IRPA work programme and to propose issues for further cooperation and attention within the IRPA family. In the current circumstances it is necessary for the ASF also to be on-line as a virtual activity.

A separate web page (<http://irpa.net/page.asp?id=54823>) is available for societies to post any documents and comments relating to the above activities. Forward any such material to the web team, indicating 'for the ASF'. Any appropriate issues will be brought forward to the General Assembly under agenda item 13.

Key Issues

Please note that for this GA to work smoothly it is essential for delegates and election candidates to prepare relevant information in advance, to join relevant test sessions of the electronic systems we will use, and to give advance comment on relevant documentation so that we can have a smooth virtual General Assembly.

Actions are required by;

- **All delegates** to ensure registration as delegates, join practice sessions and register advance votes
- **All candidates** for Executive Council election to provide information
- **All candidates** for hosting the IRPA17 International Congress to provide information
- **All delegation leaders** to respond with views/comments as appropriate as indicated above

- **All Associate Societies** to consider issues for the Associate Societies Forum

All files which need to be posted on the GA or ASF webpage should contain a file name beginning with the relevant society initials (eg JHPS, SRP etc). Only PDF and mp4 video are acceptable, and files should be sent to the web team (sci.sec@icrp.org and akaram238@gmail.com), or in the case of large files via the link <https://www.dropbox.com/request/cQrxu16Be3xchhuTcMmA> .

IRPA Executive Council

23 November 2020

Appendix 1: Election for the Executive Council members for 2021-2024

Voting will take place under the IRPA Rules as approved 31 January 2020:

(<http://irpa.net/docs/IRPA%20Rules.pdf>) .

These rules reflect the outcome of an IRPA consultation with the Associate Societies (AS) regarding the issue of securing a 'balanced' Executive Council. The outcome of the consultation recognised that when voting for EC candidates, the AS should seek to ensure that the EC has an overall balance, taking account of many factors including field of expertise, length of experience, and gender. In particular there is also the issue of regional balance, and as a result the rules were amended to restrict the number of EC members from any single region to a maximum of five members.

The regions are defined as;

- Africa
- Asia/Oceania
- Europe
- Latin America
- North America

During the election process, if any region attains five EC members (including Officers and elected members) then any further candidates from that region are withdrawn from the ballot.

Associate Societies and delegates are strongly encouraged to take account of the need for a balanced Executive Council when casting their votes. It is important that the composition of the EC reflects the whole IRPA membership.