



International Association of Hydrogeologists

the World-wide Groundwater Organisation

ELECTION INFORMATION - GENERAL

Introduction

IAH is a charitable company registered in the UK. The Trustees of IAH are also its company directors and constitute the managing Board of IAH. IAH is subject to regulation by the Charity Commission and as a limited company under company law, including the Companies Act 2006.

IAH is run by the Executive Council with the support of an advisory Council, in both cases elected by the IAH membership, assisted by additional appointed Trustees where appropriate. Elections take place every four years and the terms of the current Executive Committee and Council ends with the General Meeting of the Association in September 2024. Elections are now taking place for the next term of office (2024-2028).

All of the posts on the present Executive Committee and advisory Council are up for election. In line with the Articles and Rules of the Association, the following are not eligible for re-election in their current posts: President David Kreamer has served the one term permitted and he will succeed Antonio Chambel on the Advisory Council as Past President; Vice President Natalia Vinograd (Eastern Europe and Central Asia) has served the maximum two terms.

The Role of Elected Members

Only IAH members may stand in IAH elections. Being an elected member for IAH is rewarding - individuals come together to make important contributions to IAH and the international groundwater community. Members have a vital role in developing IAH's policies and plans, and in overseeing their implementation on behalf of the whole IAH membership. Much has been initiated under our latest Forward Look strategic plan and it will be for the next elected members to develop and take forward these initiatives and ensure IAH's success during the coming years.

IAH's elected members also have considerable responsibilities and must act with a duty of care; and may be subject to sanctions if they do not. Those standing for election have been asked to sign a statement confirming they accept the duties and conduct required. As we now come to the balloting stage we ask that you consider the responsibilities that the elected members must undertake, when making your choice of candidates and casting your votes.

The Election Process

The Secretary General and Returning Officer have verified that all nominees fulfil the criteria specified in the IAH's rules. Biographies and personal statements of all of the candidates are included in this brochure.

The Association has contracted Mi-Voice, a reputable and well-established UK-based company, to help IAH's Secretariat conduct the voting process. The Secretariat has provided Mi-Voice with details of the current membership and will provide regular updates so that those who renew or join during the voting period will be able to vote. All members will receive instructions for on-line electronic voting sent to the current email addresses that IAH holds.

Voting commences from early July 2024 and closes on Friday 6th September at 12.00 noon BST. During this period, members will receive reminders to vote via Mi-Voice. Reminders will also feature on our website and in general member communications. The results will be declared at the Annual General Meeting of IAH which will be held in Davos, Switzerland on Tuesday 10 September (online access will also be available). All IAH members may vote for all posts; this means that you are not restricted to voting only for the Vice President of the region in which you live.

Should you wish to receive printed copies of materials please inform the Returning Officer, Ian Davey (idavey@iah.org).

Members are strongly encouraged to use this opportunity to exercise their democratic right to vote for the Council that will serve the Association from 2024 to 2028.

ROLES AND RESPONSIBILITIES

IAH TRUSTEES

The elected members of IAH's Executive Committee are Trustees of IAH. Additional Trustees may be appointed by the serving Trustees so that in total up to 50% of the Trustees are based in the UK. This number must be set according to the prevailing legal or financial requirements or obligations and is intended to safeguard continuity of IAH's access to banking services in the UK.

Additional appointed Trustees may retire at any time and in any case shall stand down at the Annual General Meeting. They may be reappointed or further Trustees may be appointed as soon after the election of the Executive Committee as practical.

All Trustees have legal and fiduciary duties to act in the best interests of the charity. They oversee the charity's activities, finances and its strategic direction. They are responsible for ensuring compliance with charity and company law. They oversee financial and investment strategy, and assess and manage any risks to the operation of the charity.

IAH's Trustees ensure that IAH is managed in compliance with its governing documents and its charitable objectives. The objectives of IAH are "to advance public education and promote research (and the useful results of such research) in the study and knowledge of hydrogeological science." The Trustees act collectively unless otherwise agreed.

Powers delegated by IAH's Trustees to the Executive Committee, Advisory Council, or individual members of these or other of IAH's constituted groups are documented through the Memorandum, Articles and Rules or by Board resolutions.

In discharging their obligations, Trustees must ensure:

- that the income of the charity has been applied for the purposes set out and for no other purpose;
- that it has been done fairly between various potentially benefiting interests;
- that funds have not been allowed to unreasonably accumulate other than for some stated and agreed purpose.

All Trustees are legally accountable for running the company responsibly and for ensuring information is sent to Companies House on time. This includes:

- the confirmation statement;
- the annual accounts, even if they're dormant;
- any change in the company's officers or their personal details;
- any changes in company structure and management;
- a change to the company's registered office;
- call (general) meetings.

Trustees may not benefit personally from IAH or contract to do work for it.

Trustees have legal protection if they act honestly and reasonably.

Trustees are supported in their roles and responsibilities by personnel across the full structure of IAH, particularly IAH's Advisory Council, the Executive Committee and the Secretariat.

The public record of the company must also list the Company Secretary. Although the Company Secretary may be a Trustee this is not a requirement. Trustees' duties may be managed on their behalf by others, and the Executive Manager, a member of the IAH Secretariat, fulfils the role of Company Secretary for IAH, supported by the Secretariat. It is the job of the Company Secretary to ensure that the specific duties listed above are complied with but Trustees retain the legal responsibilities for IAH's records, accounts, performance and overall compliance.

IAH's Company Secretary registers Trustees, as Directors, by their private address and declares any other UK directorships held, as required under company law. Any change of permanent address must also be registered. The register of the current directors is a public document which must be available from the registered address of the company and from Companies House.

The Charity Commission for England and Wales provides guidance for IAH's Trustees at <https://www.gov.uk/guidance/charity-commission-guidance>

Duties of a company director can be found in detail, along with guidance, at <https://www.gov.uk/guidance/being-a-company-director>

IAH EXECUTIVE COMMITTEE

Executive Committee members are Trustees of the registered IAH charity and Directors of the company, IAH Ltd. They are appointed following competitive elections that take place every four years and in which all IAH members are entitled to vote. The Executive Committee operates under delegated powers from the full Board of Trustees and acts in accordance with the budget and business plan agreed by the Board as a whole. As such, the Executive Committee has responsibilities for directing day to day operational activities. The Executive Committee complies with guidance and instructions from the Board and takes advice from the Advisory Council.

President

The post of President is defined in the Articles of the Association as the Chairman of the Board of Directors of the Charity and the Chairman of the General Meeting of the Association. S/he also chairs the Executive Committee which collectively is charged with the development and administration of the Association according to any general directions defined that may be approved by Board and the Advisory Council. The President may from time to time and for specific purposes delegate her/his authority to other members of the Executive Committee.

Secretary General

The main duties of the Secretary-General are:

- Oversight of relationships with UNESCO, other UN agencies including UN Water, sister water and earth science NGOs, such as IUGS, IUGG and ICSU;
- Oversight of general relationships with National Chapters (but not including detailed liaison on finance and membership issues);
- Oversight of advisory panels (Burdon Network, Education etc.);
- Oversight of publication policies and contracts;
- Oversight of the sponsored membership scheme and other charitable activities;
- Accountability within the Executive Committee for the operation of the permanent office including appointment of the Executive Manager and oversight of staff and commercial matters.

Vice President – Finance & Membership (formerly Treasurer and incorporating the role of Treasurer as defined in the Association’s articles)

The main duties of the IAH Vice President – Finance & Membership are to:

- maintain a critical overview of IAH corporate finances (income stream, planned budget and actual expenditure) and communicate with the Executive Manager, Auditors and President as appropriate;
- take strategic action to increase individual IAH membership and to improve member retention, in liaison with the Executive Manager, Regional VPs and National Chapters;
- promote alternative income streams for the Association – from corporate sponsorship and membership, from endowment agreements, from advertising, and from other potential sources.

Vice President - Programme and Science Coordination (previously Scientific Programme Member)

The main duties of the IAH Vice President – Programme & Science Coordination is a member of the IAH Executive are to:

- maintain a critical overview of the activities of the IAH Commissions and Networks with a view to promoting their work within the Association through the Regional Vice Presidents and with external agencies, and to exploiting their potential synergies;
- identify new programme and/or science areas that merit the strategic attention of the Association and to promote corresponding new commissions, networks or working groups;
- liaise with IAH Congress organizing committees with a view to featuring specific IAH Commissions and Networks in their programmes and also to promote congress sessions to improve inter-commission cooperation.

IAH ADVISORY COUNCIL

IAH’s advisory Council comprises eight Regional Vice Presidents, the immediate Past President and the Director of the IAH Early Career Hydrogeologists’ Network. Regional Vice Presidents are

appointed to office through 4-yearly elections in which the whole membership of IAH is entitled to vote. The Director of the IAH Early Career Hydrogeologists' Network (ECHN), is elected by IAH members of ECHN.

Members of the advisory Council are expected to serve the best interests of IAH. They commit to carrying out to the best of their ability their duties in furthering the aims of the Association's mission statement and its charitable objectives. The objectives of IAH are "to advance public education and promote research (and the useful results of such research) in the study and knowledge of hydrogeological science." Particular actions are set out in more detail in IAH's Strategic Plan and its planned activities for each year.

Responsibilities include advising and supporting the Executive Committee and other Trustees. They are expected to: participate in outreach to other organisations; make inputs to international policy development and reports in their region or field of influence; and to participate as appropriate in policy and scientific or technical working groups.

The ECHN Director is appointed to provide leadership in respect of and support to IAH's Early Career Hydrogeologists worldwide. Regional Vice Presidents are appointed to provide stewardship of IAH interests in a particular region. They are elected by the whole membership of IAH, not just from within their region, emphasising the broader roles and responsibilities to the overall membership of IAH of these positions.

Regional Vice Presidents' duties include:

- Promoting IAH in their region, including identification of suitable and relevant meetings and conferences in the region organised by others but at which IAH could be promoted;
- Promoting and encouraging the organization of meetings by national chapters that could be of interest to the region;
- Coordinating with existing National Chapters in the region and identifying potential for new national chapters and promoting and supporting their establishment;
- Promoting membership of IAH amongst professionals in countries in the region where there is as yet insufficient membership for a national chapter;
- Identifying the causes of declining membership, where it applies within their region, and local and regional solutions to address this;
- Promoting the participation of membership in IAH's Commissions and Networks, according to the interests of the region;
- Representing the view of the region at IAH and other meetings;
- Reporting on a yearly basis on the work and activities of the Vice President in the region in relation to the development and growth of IAH and on the future opportunities for such growth;
- Encouraging national chapters in the region to submit their own annual reports to the IAH Secretariat.

Although it is accepted that funding limitations may mean that all advisory Council members are unlikely to be able to attend all IAH meetings, they are expected to:

- maintain regular communication, including by e-mail, with the Executive, IAH office and within their area of responsibility;

- prepare reports on activities and issues as requested;
- submit commentary on issues in writing if they cannot attend meetings;
- present apologies to the President when meetings cannot be attended.

In some cases, Regional Vice Presidents may be assisted by Regional Advisors, approved by the Executive Committee, in a non-voting capacity to look after more local interests of IAH in situations where the region is large and diverse.

FINAL COMMENTS AND FURTHER INFORMATION

The full responsibilities are described in the Memorandum, Articles of Association and Rules of the Association and in the requirements of Company and Charity Law in the UK where IAH is registered. By a decision of Council in Lisbon in September 2007 all candidates standing for office are required to formally confirm that they understand and accept these roles and responsibilities if elected to office.

Should you have any questions or comments regarding this information or the election process please contact Ian Davey, Executive Manager, by emailing idavey@iah.org or by writing to IAH Secretariat, PO Box 4130, Goring, Reading, RG8 6BJ, UK.

Please vote now to help make a difference.

IAH Executive, June 2024