



## **WITSA MEMBERSHIP RETENTION POLICY**

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Version 8.0

Being a member of the World Information Technology and Services Alliance (WITSA) is a privileged and unique benefit as members are the only associations within their respective economies/countries authorized to represent WITSA. Members are afforded the right to host WITSA events and to receive relevant information for their associations and members. In addition, WITSA members have access to a global network of professionals unparalleled around the globe.

With membership rights come certain member responsibilities. Among these responsibilities is the requirement to be pay dues in full and on time. By fulfilling this requirement, a member earns the status of being a WITSA *Member in Good Standing*.

Accordingly, this procedure is intended to provide each member with the opportunity to retain its good standing status. Conversely, members that fail to retain good standing status will be terminated or placed into Observer Status for a limited amount of time in the hope that they will rejoin WITSA in good standing.

The following *Retention Policy* went into effect in 2013.

## ***WITSA Membership Retention Policy***

The following procedures will be taken by WITSA to provide an opportunity for members to retain their good standing status within the 2013 year. Failure to pay dues within the current year may result in the termination of membership.

*Procedure #1-All WITSA members will receive an invoice within the first 90 days of each year requesting that they pay their dues within 30 days.*

*Procedure #2-All members that have not paid their dues within 30 days of receiving their current year invoice will receive a friendly written reminder from WITSA's Vice President of Administration with a copy to the respective regional vice chairs to pay their dues no later than July 1st or become a member not in good standing.*

*Procedure# 3-Members that have not paid their dues by July 1<sup>st</sup> will become members' not in good standing and subsequently subjected to WITSA bylaw restrictions to include not having the right to vote on WITSA matters, bid to host WITSA events, or run for any open WITSA offices or committees.*

*Procedure# 4-Between July 1 and the end of the current year, the WITSA Secretariat and WITSA Vice Chairs will make additional efforts to retain members by contacting non-paying members by email, in person, or by phone.*

*Procedure #5-A listing of delinquent members will be provided to the WITSA Membership Committee at the end of each calendar year. The listing will include recommendations by the respective Vice Chairs. The Membership Committee will make recommendations to the Board of Directors, which will make determinations about termination of membership or continuance of remedial actions.*

*Procedure #6 – Associations whose memberships have been terminated will be notified in writing. Terminated members may re-apply for membership at the discretion of the Board of Directors, following normal procedures.*

*Procedure #7 - At the recommendation of the Membership Committee, the Board of Directors may grant delinquent members the option of being placed in Observer Status. Observer Status is limited to those members who are in the lowest dues categories (\$500 and lower) and is restricted to two years (unless extended by the Board at the end of each two-year term). In order to achieve Observer Status, an association must demonstrate a lack of funds and will have no voting rights. Observers cannot bid for WITSA events or be members of any of WITSA's standing committees. WITSA Observers can attend WITSA meetings and conferences, but will not be granted participation rights. No later than January 31<sup>st</sup> of each year, at the Direction of the Board, qualifying members will be notified by WITSA's secretariat about their new Observer Status.*

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