



The International Emergency Management Society - TIEMS

www.tiems.org

Instruction on How to Establish a TIEMS Chapter

TIEMS chapters are established in 14 countries; Romania, Belgium/Netherlands/Luxembourg (BeNeLux), Italy, Middle East and North Africa (MENA), Iraq, India, Korea, China, Finland, Nigeria and West Africa (NWA), USA, Ukraine, Philippines and Japan.

A TIEMS Chapter is an autonomous entity within the TIEMS network. It shall establish local TIEMS activity and recruit TIEMS International and Local Chapter Members in the chapter area. TIEMS International members (see description below¹) pay their membership to TIEMS International, and 25 % of the membership fee will be paid back to the chapter to be used locally on chapter activity. The chapter can also recruit TIEMS Local Chapter Members (see description below²), who pay membership to the chapter only. They will be registered in TIEMS International as local members and receive all information from TIEMS, however, they have no voting rights at TIEMS Annual General Meeting. A chapter is autonomous concerning its activities and economy. However, if chapter activity results in a surplus, 20 % of the surplus shall be paid to TIEMS International to support the TIEMS Secretariat. The TIEMS Secretariat is available to the chapter for administrative support. The chapter is to report annually to the TIEMS Secretariat about chapter activities, plans and finances.

The requirements for establishing a TIEMS Chapter are as follows:

1. The Chapter Region has to be defined so that it does not geographically overlap existing chapters
2. There must be at least 5 founding members of the chapter with valid TIEMS International membership
3. The Chapter must be registered in a country of the chapter's region as a non-profit organization
4. Chapter By-laws must be established which are not in conflict with TIEMS By-laws
5. A Chapter Board with at least 5 members must be appointed/elected
6. A Chapter bank account must be opened in the name of the Chapter
7. The Chapter must be an Institutional Member of TIEMS
8. A plan for the chapter activities must be prepared

An application with above documentation has to be sent to the TIEMS Secretariat.

By filling in the data below and contacting the TIEMS Secretariat at: secretariat@tiems.info and/or TIEMS Director for Chapters, Snjezana Knezic at snjezana.knezic@gmail.com, you can be guided through the chapter establishment process, including receiving templates for By-laws and Activity Plans.

Chapter Geographical Area:

Representative of the Applicant

Title:

First name:

Last name:

Email:

Address:

Country of residence:

Employer:





1. Types of TIEMS International Membership

Standard Member - A standard member is any individual that has interest in emergency and disaster management. The standard member has voting rights at the General Assembly. **Annual fee is 95 (Euro).**

Standard Member/Transition Economies - This type of membership is the same as a Standard Member, but is reserved for persons who are from transition economies. See below for further details. **Annual fee is 35 (Euro).**

Professional Certified Member - A professional certified member is a standard member who has been certified according to the TIEMS Qualifications in International Emergency and Disaster Management (QIEDM) Certification process or who has been certified by another organization specialized in crisis management. The professional certified member has voting rights at the General Assembly. **Annual fee is 125 (Euro).**

Student Member - A Student Member must be a full-time student in good academic standing and must be nominated by a TIEMS Member or Student Member. The Student Member grade may be retained until December 31 in the year of graduation. This is a non-voting grade of membership. **Annual fee is 25 (Euro).**

Institutional Member - The institutional member is for any legal entity which supports the initiatives and directives performed by TIEMS. An independent chapter of TIEMS (see article 10 of the statutes) is an institutional member. The institutional member has 5 votes at the General Assembly. **Annual fee is 310 (Euro).**

Standard Member or Standard Member/Transitional Economies

Individuals from the following countries are considered to be an "Active Member". Individuals from countries NOT listed below are considered to be a "Transition Economy/Active Member". This list is based on the actual World Bank classification:

Andorra, Aruba, Australia, Austria, Bahamas, Bahrain, Barbados, Belgium, Bermuda, Brunei Darussalam, Canada, Cayman Islands, Channel Islands, Croatia, Cyprus, Czech Republic, Denmark, Estonia, France, Germany, Gibraltar, Greece, Greenland, Guam, Hong Kong SAR - China, Hungary, Iceland, Ireland, Isle of Man, Israel, Italy, Japan, Korea, Rep., Kuwait, Latvia, Liechtenstein, Luxembourg, New Caledonia, New Zealand, Northern Mariana Islands, Norway, Oman, Poland, Portugal, Puerto Rico, Qatar, San Marino, Saudi Arabia, Singapore, Slovak Republic, Slovenia, Spain, Sweden, Switzerland, Trinidad and Tobago.

For more details, see: <http://data.worldbank.org/country>,
<http://data.worldbank.org/income-level/NOC>, <http://data.worldbank.org/income-level/OEC>

2. TIEMS Local Chapter Member

Local Chapter Member - A local chapter member is any individual with interest in emergency and disaster management, who registers as a member of a local chapter only, and not as a member of the TIEMS international organization. A local chapter member cannot at the same time register for any other TIEMS membership. However, a local chapter member can at anytime, change his/her category of membership to another type of TIEMS membership category with the rights and obligations of that membership category.

