



**By-Laws**  
of the  
International Association for Hydro-Environment Engineering and Research

Approved by Council, Panama City, 4 September 2019

The present by-laws of the International Association for Hydro-Environment Engineering and Research (IAHR by abbreviation), adopted in accordance with Article 21 of the Constitution have the aim to define and expand the rules laid down in the Constitution. They replace the by-laws adopted in 1963 and include all later amendments up to and including 2010; and last amended by the Council of IAHR on 27<sup>th</sup> September 2010.

## **Council and Executive Committee**

### Article 1

The Council shall be instrumental in carrying out the policy of the Association as laid down in the constitution. The Executive Committee shall deal finally with all administrative and financial matters, bringing before the Council and General Members Assembly of the Association such financial and administrative matters as it deems of general interest. The Secretary General(s) bear no responsibility for the finances of the Association and participate in fiscal discussions in an advisory capacity only.

### Article 2

It is the function of the Executive Committee to arrange for the Council Meetings and General Members Assembly of the Association, to make all arrangements in connection therewith, and to present periodical reports to the Association at these meetings on all administrative, financial and technical matters. The Executive Committee may appoint ad hoc and task committees as and when necessary for the business of the Association.

### Article 3

The composition of the Council and Executive Committee are defined in the Constitution.

One Vice-President shall be assigned responsibility for Innovation and Professional Development. Responsibilities of other members of the Executive Committee shall be decided by the President in consultation with the Executive Director.

As a general rule to be eligible to be elected as President, a term of office as Vice-President shall have been performed; to be nominated as Vice-President a term of office as member of Council shall have been performed.

A Secretary of a Technical Committee is entitled to attend or to be represented at a Council meeting, by written proxy, by a Committee Chair. A Chair of a Regional Division is entitled to attend or to be represented at a Council meeting, by written proxy, by a member of the Executive Committee of her/his Regional Division. The Council may invite, through the President, any person to attend Council meetings for particular purposes.

A quorum of the Executive Committee comprises at least the President or a vice-president designated by the President, one other Vice-President, and the Secretary Generals or their designated representative.

## Nominations

### Article 4

Nominations for President and Vice-President shall be in accordance with provisions of the constitution, specifically articles 17 and 18, and shall be in accordance with the following procedure:

- a) A Nominating Committee (NC) of 9 members (including a Chair) currently not serving on Council or chairing a Regional or Technical Division shall be appointed by the Council one year prior to a general members assembly that coincides with the biennial congress of the Association. Each member of the Nominating Committee shall be elected from a different country and shall be an active member of IAHR. An equitable distribution of gender shall be pursued. The number of seats for each region and gender in the nominating committee is representative of the regional IAHR membership distribution, as determined by the Secretariat. Possible candidates for Vice-President and President should not be appointed as members of the Nominating Committee.
- b) The Executive Committee names a person from the NC with experience in the conduct of IAHR business to serve as Chair of the Nominating Committee.
- c) Members of the Association shall be encouraged to contact the Secretariat with respect to nominees for the position of Vice-President and President (refer to Article 5). The nominating committee collects proposals from individual and institution members, searches itself for candidates, and evaluates the performance of present Council members with a view to Vice-Presidents being possibly re-elected to a second term or as a candidate for President.
- d) IAHR members may also propose candidates through the secretariat, and independently of the Nominating Committee, using "nomination by petition" for the election of the Vice-Presidents or President. Nominations may be submitted by petition for at least two months after publication of the Nominating Committee slate of candidates. A valid petition requires signatures of 15 members from at least five countries.
- e) The Nominating Committee completes its work at an appropriate meeting to enable publication of its slate of candidates at least four months before the Congress. It proposes up to three candidates per vacant position. IAHR is committed to diversity and inclusivity and the NC shall ensure a balanced slate of candidates representative of the gender and geographic distribution of the membership.
- f) The candidates are notified and requested to supply a resume including their professional career, their involvement in IAHR, and a statement on their planned contribution as Executive Committee members.
- g) At least two months before the IAHR world congress, a complete list of candidates comprising the nominating committee slate for the Executive Committee positions, including both those proposed by the nominating committee as well as those submitted by valid petition, is published and is subjected to a vote through electronic ballot.
- h) Ballots shall include the possibility of a write-in candidate for all positions.
- i) Closing of the ballot is Wednesday during the world congress.
- j) If the turnout is less than 15% of the membership, the President declares the election invalid according to the by-laws, and a new, definitive written ballot is held at the general members assembly.
- k) In the case of multiple candidates for Vice-Presidents from the same region, only the

candidate from that region receiving the largest number of votes can be elected, any other candidates being disqualified during processing of the election results.

- l) In enforcing the two per country rule positions should be assigned in following order: (1) President, (2) Secretary Generals, (3) Vice-Presidents.
- m). The Nominating Committee will be asked to resolve any ambiguities arising from cases, where two or more candidates receive equal votes.
- n) The election results are announced at the GMA in the biennial congress.

#### Article 5

The Executive Director shall nominate a contact person from the Secretariat to enable the IAHR membership to submit any suggestions and recommendations related to nominations of IAHR members to serve on the Executive Committee. The President serves as an informational resource to the NC but does not vote or participate in NC deliberations.

### **Membership**

#### Article 6

There may exist several types of individual membership. Senior members are individual members who do not actively prosecute a profession and are not younger than 60. Ordinary members are those who have not signified that they want to fall within the categories of YPN or senior. Institutional members are individual members who are have been allocated their membership by an institute member.

## **Technical Committees and Working Groups**

### Article 7

The Council of the Association may establish technical committees or working groups to foster the scientific activities of special fields. The committee leadership teams will be appointed in accordance with the of the technical committees with the slate of candidates subject to the approval of the Executive Committee. The Technical Committees shall ensure a balanced slate of candidates representative of the geographic and gender distribution of the membership. The council shall have the responsibility for: creating and disbanding committees, creating and disbanding leadership teams and working groups concerned with the technical activities; coordinating the activities within IAHR and with related activities in other Associations.

Working Groups are less formal than Technical Committees and convene with a leadership team representing at least 3 countries and after submittal of a brief proposal to the Executive Director that outlines the purpose, invited participation, expected outcomes and the time-line. The Executive Director may consult with the chairs of the relevant technical committees and regional divisions (if any) and provide a recommendation for approved (by majority vote) of the Executive Committee. Working Groups may transition to full Technical Committees by approval of Council or be established to address a contemporary and urgent issue. Approval of the creation of a Working Group is intended to be expeditious.

Technical Committees and Working Groups may organise specialty conferences covering aspects of hydraulic sciences in the technical areas under its jurisdiction, subject to formal approval of council and the following rules:

- a. Specialty conferences shall be self-supporting financially, with fees for members normally less than for non-members;
- b. Specialty conferences shall preferably be scheduled for years in which no world congress is held;
- c. Proceedings of the specialty conferences shall be made available to the general membership at the lowest possible cost. At least two copies shall be sent to the secretariat free of charge.
- d. The return of conference revenue to IAHR for Technical Committee Conferences and other meetings are as outlined in the IAHR Procedures Manual, unless approved by the Executive Committee at the time of the venue selection.

The committees operate under rules and by-laws consistent with IAHR's constitution and approved by Council. The management of the committee lies with the committee leadership team who may delegate functions to the chair and vice chair of the committee. In the absence of the chair, the vice-chair shall discharge the functions of the chair. The committee leadership team may appoint up to three co-opted members.

At world congresses, the Executive Committee shall arrange for an IAHR Leadership Meeting that includes Council Members, Journal Editors, Editor of HydroLink, Books and Monographs

Editor and the YPN representative from each regional division. YPN Council participants will be selected by the relevant Regional Division leadership team. Technical Committee chairs may delegate to an alternate (usually the Secretary or other officer of the Committee or Working Group) who participate as full voting members. YPN council representatives are also full voting members of the Council.

## **Regional Divisions**

### Article 8

The Council of the Association may establish Regional Divisions to foster the scientific interests of particular geographic regions. All members of the Association who reside in the particular region shall be considered members of the Regional Division.

The executive direction of a Regional Division shall reside in an Executive Committee for that Regional Division according to rules and procedures established by the Council. Regional Executive Committees shall ensure a balanced geographic and gender distribution that reflects the membership within the Regional Divisions. Each Regional Division shall operate under by-laws composed by the Executive Committee of the Regional Division and approved by the Council.

Regional Divisions may organise regional congresses subject to formal approval of the Council and the following rules:

- a. Regional congresses shall be self-supporting financially, with fees for members normally less than for non-members;
- b. regional congresses shall be scheduled for years in which no world congress is held;
- c. the President, a Vice-President, Executive Director or a Secretary General of the Association shall attend the regional congresses whenever feasible;
- d. proceedings of regional congresses shall be made available to the general membership at the lowest possible cost. At least two copies shall be sent to the secretariat free of charge.
- e. The return of conference revenue to IAHR for regional conferences and other meetings are as outlined in the IAHR Procedures Manual, unless approved by the Executive Committee at the time of the venue selection.

The Council of the Association may establish National Chapters to foster the scientific interests of that particular country. All members of the Association who reside in the country shall be considered members of the National Chapters. The National Chapter shall establish Bylaws and Constitution subject to Council Approval.

## **Committees, Working Groups and Task Forces**

### Article 9

The Council of the Association may establish Committees, Working Groups and Task Forces to achieve the objectives of IAHR.

## **Awards**

### Article 10

Existing awards, established by the Council, are:

- Arthur T. Ippen Award
- M.Selim Yalin Award
- Harold Jan Schoemaker Award
- John F. Kennedy YPN Award *The Kennedy family is in discussions with Dr. Ettema on restructuring this award*
- IAHR-APD Awards

The Awards Selection Committee for the Ippen and Yalin awards shall be chaired by the VP for Innovation and Professional Development and include the elected Vice-Presidents, the Editor of the Journal for Hydraulic Research and the Secretaries of the Regional Divisions.

The procedures and regulations for the adjudication of these awards are described in annexes of these By-laws.

## **Participation - Representation - Sponsorship**

### Article 11

For participation of the Association in or co-sponsorship of the activities of other national or international organisations, the Council shall establish rules, particularly with reference to safeguarding the integrity and independence of the Association. Responsibility for applying those rules is assigned to the Executive Director.

### Article 12

Representatives of the Association at meetings of other national or international organisations shall be the Executive Director or other members of the Association and shall be invited by the President to act on her/his behalf. Former Presidents may use the title “Honorary President” when representing the Association.

## **World Congress and Proceedings**

### Article 13

Organisation and financial arrangements for the world congress of the Association and the publication of the proceedings thereof are the responsibility of the local organising committee, following the guidelines for world congresses as adopted by the Council. The Association may contribute a fixed amount, which is to be considered a loan, towards the expenses, the amount to be determined on each occasion by the Executive Committee.

### Article 14

The local organising committee in a country in which the world congress of the Association is held, may charge a registration fee from the persons attending the congress to defray the expenses incurred in connection with the meeting and related functions. The local organising committee shall determine the amount of this fee in consultation with the Executive Committee, recognising a fee reduction for members. The return of conference revenue to IAHR for the World Congress or Technical Conferences and other meetings are as outlined in the IAHR Procedures Manual, unless approved by the Executive Committee at the time of the venue selection.

## **Languages**

### Article 15

The official languages of the Association shall be English and French. For regional congresses or technical conferences or workshops, the Executive Committee may decide to depart from this rule, for example: including sessions in the language of the host country or providing translation services.

## **Publications**

### Article 16

The main publications of the Association comprise:

1. Journal of Hydraulic Research (JHR);
2. Journal of River Basin Management (JRBM)
3. Journal of Ecohydraulics
4. Journal of Applied Water Engineering and Research (JAWER)
5. Journal of Hydro-Environment Research (JHER)
6. IAHR Hydrolink;
7. White papers that highlight contemporary topics
8. IAHR newsflash electronic bulletins.
9. Proceedings of the world congresses;
10. Proceedings of the regional congresses;
11. Proceedings of the specialty conferences;



12. Monographs and Manuals;
13. Revista Iberoamericana del Agua (RIBAGUA).

For the Journal of Hydraulic Research, Journal of River Basin Management, Journal of Ecohydraulics, Journal of Applied Water Engineering and Research, Journal of Hydro-Environment Research, Revista Iberoamericana del Agua and the IAHR Hydrolink, the Council (in consultation with Regional Divisions as appropriate) appoints editors, who are responsible for the relevance, intellectual leadership and level of the content of these publications. The editors shall be invited to attend all Council meetings and the IAHR Leadership Meetings at the World Congress.

### **Subscriptions**

#### Article 17

The annual subscription for the various categories of membership is subject to review by the Executive Committee and will be published annually. The unit of currency is Euro. Every member pays his/her subscription to the IAHR secretariat.

#### Article 18

The year of subscription shall be the calendar year.

#### Article 19

Members in good standing are entitled to receive free of charges from the publication mentioned under article 15, the following:

- a. individual members: no. 1 (free in electronic format, reduced fee for hardcopy), 6, 8
- 
- b. institute members: no.1,6,8
- c. Young Professional Network chapters (YPN) : no. 1 (free in electronic format, reduced fee for hardcopy),6,8 and other IAHR publications are made available according to rules laid down in the IAHR Student YPN Chapter by-laws (attached Annex 6) to this Association's By-laws.

The publication benefits will be in accordance with the contract in force at any given time with the third-party publisher(s).

## **Code of conduct for IAHR activities**

### Article 20

In case of upheavals in a country in which an IAHR activity is planned, IAHR Executive Committee will consider whether the situation requires amendment or withdrawal of IAHR sponsorship, in line with UN decisions.

## **Secretariat**

### Article 21

The Executive Director (ED) of the Association shall manage the affairs of the secretariat and staff in consultation with the President. She/he shall attend to all the correspondence of the Association, prepare agendas for the meetings, and arrange for the production of reports, magazines, newsletters and other documents. She/he will be responsible for the management and growth of the Association and shall also normally act as the financial manager of the Association. It shall be the duty of the ED to have available a financial report for the Council within three months after the end of the calendar year. The Executive Director shall report on the state of affairs of the Secretariat at each Council and Executive Committee meeting. The Executive Director may delegate some duties to representatives located in different parts of the world.

**ANNEXES TO THE BY-LAWS  
OF THE  
INTERNATIONAL ASSOCIATION FOR  
HYDRO-ENVIRONMENT ENGINEERING AND RESEARCH**

- Annex 1: Arthur Thomas Ippen Award
- Annex 2: M. Selim Yalin Award
- Annex 3: Harold Jan Schoemaker Award  
Willi Hager JHR Reviewer Award
- Annex 4: John F. Kennedy Student Paper Competition
- Annex 5: IAHR-APD Award
- Annex 6: IAHR Young Professional Network Chapters

## ANNEX 1:

### **Founding Statement and Rules of Administration for the Arthur Thomas Ippen Award**

#### **Founding Statement**

The Ippen Award was established by the IAHR Council in 1977 to memorialise:

Professor Ippen, IAHR President (1959-1963), IAHR honorary member (1963-1974), and for many decades an inspirational leader in fluids research, hydraulic engineering and international co-operation and understanding.

The Award is made biennially by IAHR to one of its members who has demonstrated conspicuously outstanding ability, originality, and accomplishment in basic hydraulic research and/or applied hydraulic engineering, and who holds great promise for continuation of a high level of productivity in this profession. The awards are made at the biennial congresses of IAHR, where the most recent recipient delivers the Arthur Thomas Ippen lecture. The Award fund, which was established by Professor Ippen's family is authorised to receive contributions from Association members and friends of Professor Ippen.

#### **Rules for the Administration of the Award**

1. The Arthur Thomas Ippen Award (hereinafter referred to as the Award) will be made biennially, in odd-numbered years, to a member of IAHR who has developed a conspicuously outstanding record of accomplishment as demonstrated by his/her research, publications and/or conception and design of significant engineering hydraulic works; and who holds great promise for a continuing level of productivity in the field of basic hydraulic research and/or applied hydraulic engineering.
2. The awardee shall be a member under 45 years of age on December 31 of the year that the Award is conferred at the IAHR World Congress.
3. Each awardee will be selected by vote of the IAHR Council from a list of not more than three nominees submitted to the Council by the IAHR Awards Committee (hereinafter referred to as the Awards Committee). The Awards Committee will actively seek nomination of awardees from the IAHR membership, and will publish in the IAHR Hydrolink magazine an advertisement, calling for nominations. The advertisement will include a brief description of the support material which is to accompany nominations.
4. The awardee for each award cycle will be endorsed by the Council either at its meeting during the preceding even-numbered year or by on-line ballot in January of the year of the Congress.
5. The award need not be made during any biennium in which the Council considers none of the nominees to be of sufficient high quality.
6. The awardee will present a lecture, to be known as the Ippen lecture (hereinafter referred to as the lecture), at the IAHR world congress following the selection. The subject of the lecture will

be agreed upon by the awardee and the IAHR President. The lecture will be published in the congress proceedings. Public presentation of the Award will be made by the President during the ceremonies of the congress.

7. The awardee will be given a suitable certificate which will state the purpose of the Award and indicate the specific contribution(s) of area(s) of endeavour for which the awardee is recognised. The awardee also will receive a monetary honorarium upon presentation of the lecture. The terms of the honorarium will be published in the announcement of each biennial Award. The monetary honorarium for the Award is US\$1,500.

8. Wide distribution of awardees among different countries, gender distribution and different areas of specialisation is to be sought by the Awards Committee and by the Council.

9. No individual shall receive the Award more than once.

The nominations should consist of a concise statement of the qualifications of the nominee, a description of the outstanding accomplishment, pertinent biographical data, and a proposed statement of the endeavours for which the nominated awardee would be recognised. Each nomination should follow a standard format not to exceed two pages.

Multiple nominations of one candidate is possible, however this does not influence the chances to be awarded, only the degree and level of fulfillment of the above stated rules counts.

Self-nominations, which includes the process to putting him-/herself forward for an award by approaching IAHR members asking/requesting for nomination, are not accepted.

One person shall not nominate or support nominations of several nominees.

## ANNEX 2:

### **Founding Statement and Rules of Administration for the M. Selim Yalin Award**

#### **Founding Statement**

The M. Selim Yalin Award was established by the IAHR Council in 2006 to honour the memory of Professor M. Selim Yalin (1925-2007), Honorary Member and Fluvial Hydraulics Section Chair (1986-1991). Professor Yalin is remembered for his prolific and pioneering research contributions in fluvial hydraulics and sediment transport, and for his inspirational mentoring of students and young researchers.

The Award is made biennially by IAHR to one of its members whose experimental, theoretical or numerical research has resulted in significant and enduring contributions to the understanding of the physics of phenomena and/or processes in hydraulic science or engineering and who demonstrated outstanding skills in graduate teaching and supervision. The awards consisting of a certificate and cash prize are presented during the IAHR Biennial Congresses. The Award fund, which was established by the family and friends of Professor Yalin, is authorised to receive contributions from Association members and friends of Professor Yalin.

#### **Rules for the Administration of the Award**

1. The IAHR M. Selim Yalin Award (hereinafter referred to as the Award) will be made biennially, in odd-numbered years, to a member of IAHR whose experimental, theoretical or numerical research has resulted in significant and enduring contributions to the understanding of the physics of phenomena and/or processes in hydraulic science or engineering and who has demonstrated outstanding skills in graduate teaching and supervision.
2. Each awardee will be endorsed by the IAHR Council from a recommendation by the IAHR Awards-Committee (hereinafter referred to as the Award Committee). The Award Committee will actively seek nomination of awardees from the IAHR membership, and will publish at least annually in the IAHR Newsletter an advertisement, calling for nominations. The advertisement will include a brief description of the support material which is to accompany nominations.
3. The awardee for each biennium will be endorsed by the Council either at its meeting during the preceding even numbered year or by e-mail ballot in the year of the Congress in time to encourage the recipient to attend the Congress.
4. The award need not be made during any biennium in which the Council considers none of the nominees to be of sufficient high quality.
5. Public presentation of the Award will be made by the President during a public ceremony taking place within the Congress.
6. The awardee will be given a suitable certificate which will state the purpose of the Award and indicate the specific contribution(s) of area(s) of endeavour for which the awardee is recognised. The awardee also will receive a monetary honorarium, the terms of which will be published in the announcement of each biennial Award.

7. Wide distribution of awardees among different areas of specialisation is to be sought by the Award Committee and by the Council. Efforts will also be made to ensure a wide geographical distribution.
8. No individual shall receive the Award more than once.

ANNEX 3:

**Journal of Hydraulic Research  
Founding Statement and Rules of Administration for the Harold Jan Schoemaker Award  
and JHR Reviewer Award**

**Founding Statement**

The Schoemaker Award was established by the IAHR Council in 1980 to recognise the efforts made by Professor Schoemaker, Secretary (1960-1979), in guiding the Journal of Hydraulic Research in its formative years.

The Award is made biennially by the IAHR to the author(s) of the paper judged the most outstanding paper published in the IAHR Journal of Hydraulic Research (JHR).

**Rules for the administration of the Award**

1. The Harold Jan Schoemaker Award (hereinafter referred to as the Award) will be made at each biennial IAHR world congress, to the author(s) of the paper judged the most outstanding and published in JHR during the preceding two-year period.
2. The awardee will be selected by the Editor of JHR in consultation with the Editorial Board. The awardee will be selected by majority vote of the Editorial Board. The selected candidate must be endorsed by a majority vote of Council conducted electronically. Non-members of IAHR are eligible for this award. The Editor will actively seek nominations from the IAHR membership (also non-members whose employers are corporate members will be considered) and will publish at least bi-annually an advertisement calling for nominations. The advertisement will include a brief description of the supporting material which is to accompany nominations.
3. The awardee(s) shall be notified by the Executive Director in good time so the awardee can attend the Award ceremony at the World Congress.
4. An award needs not be made during any biennium in which the Council considers none of the nominees to be of sufficient high quality.
5. The award will consist of a bronze medal and a certificate.

**Willi Hager JHR Reviewer Award**

In order to promote the value of peer review in advancing scientific discovery, Professor Willi Hager initiated a reviewer award for JHR. The JHR editor in consultation with the Associate Editors will select the best paper review conducted during the same period as papers are considered for the Schoemaker Award. A certificate will be presented in the General Members Assembly. Special consideration will be given to early career professionals. It is the responsibility of the Editor of JHR to notify the Secretariat of the name of the awardee 60 days



prior to the World Congress to ensure the certificate can be prepared and the awardee encouraged to attend the World Congress to receive the award in person.

Dr. Robert Ettema is in discussion with the Kennedy family about the future of this Award. It is proposed to eliminate this award and replace it with something that supports the Young Professional concept. This will be discussed by Council following further consultation with Suzanne Kennedy.

ANNEX 4:

## **Founding Statement and Rules of Administration for the John F. Kennedy Student Paper Competition**

### **Founding Statement**

The John F. Kennedy Student Paper Competition was established by the IAHR Council in 1992 to honor the memory of Professor John F. Kennedy, IAHR President (1979-1983) and Honorary Member (1989-1991). Professor Kennedy made significant and lasting contributions to the Association, and is remembered particularly for his/her efforts to foster younger-member membership and participation. The competition is associated with each IAHR world congress. A panel of judges appointed by the congress Local Organizing Committee (LOC) selects the winning paper on the basis of written and oral presentations. The winner of the competition is awarded a cash prize from the Award fund, and a commemorative plaque, at the congress closing ceremony. The LOC may offer additional cash prizes and certificates to runners up from its own resources.

The Award fund, established by Professor Kennedy's family, is maintained by the Association and is authorised to receive contributions from Association members and from friends of Professor Kennedy.

### **Rules for Administration**

1. The John F. Kennedy Student Paper Competition (hereinafter referred to as the Competition) will be held in conjunction with each IAHR biennial congress.
2. The Local Organising Committee (LOC) for each world congress will have responsibility to organise and conduct the Competition. Plans for the Competition will be presented to the IAHR Council for approval two years beforehand.
3. The Competition must include an initial screening of student papers submitted for consideration, and selection of papers to be presented at the congress and published as part of the proceedings. Papers accepted for the Competition must be formally presented by the author at the Competition technical session of the congress. The papers will be judged, on both the written and oral presentations, by an international panel of experts convoked by the LOC. This panel of experts will have full responsibility for selection of the winning contribution.
4. The Competition is open to undergraduate and postgraduate students who, at the time their written submission is made, are actively pursuing an academic degree in the general area of hydraulics and water resources. The written submission shall be accompanied by an official statement from the research advisor affirming the status of the student.

5. Submissions must be original works (not previously published elsewhere) and be sole-authored by a student only.
6. The overall winner of the Competition will be awarded a cash prize from the John F. Kennedy Student Paper Competition Award Fund (hereinafter referred to as the Fund). The cash prize, along with a commemorative plaque provided by the IAHR Secretariat, will be awarded to the winner at the congress closing ceremony.
7. The LOC is encouraged to provide additional cash awards and certificates to other Competition participants.
8. The IAHR Secretariat will maintain the Fund, and receive contributions in addition to those provided by the Kennedy Family from the IAHR membership and friends of Professor Kennedy.
9. The IAHR Secretariat, working with the LOC, will ensure broad distribution of announcements regarding the Competition, including announcement of the winners. The Secretariat will submit a brief summary of each Competition, along with a copy of the winning paper, to the Kennedy Family after each biennial congress.

## ANNEX 5:

### **Founding Statement and Rules of Administration for the IAHR-APD Award**

#### **Founding Statement**

The IAHR-Asia Pacific Division award (hereinafter called the IAHR-APD award) was established by the IAHR Council in its meeting in Moscow of 3rd September 1983, to encourage presentation of results on hydraulic and water resources research at IAHR-APD biennial congresses. To this end biennially two awards can be credited by IAHR-APD to the authors of the two papers judged the most outstanding papers presented at the APD congress. One award should be for the author of the best paper from the host country and the other one to the author of the best paper from outside the host country. An award may not be made if the papers in one of the categories are judged inadequate.

#### **Rules of Administration**

1. The IAHR-APD award will be made at each biennial IAHR-APD regional congress to the authors of the two papers judged the most outstanding and published or to be published in the congress proceedings.
2. The awardees will be confirmed by the IAHR-APD Executive Committee from the proposal for each award, submitted to the APD Executive Committee by an Award Committee set up by the APD Executive Committee and confirmed by the secretary general. The Award Committee will review the papers submitted for presentation, assess the manner of presentation by the author and will also seek suggestions for nominations of awardees from the participants in the congress. The nominations of awardees from the participants in the congress shall be completed with a clear argumentation (maximum one page) regarding its outstanding quality and why the paper is of such a specific quality that it outweighs the other papers of the considered field. The Award Committee shall submit the nominations to the IAHR-APD secretary before the closing session of the congress.
3. Awards need not be made during any congress in which the IAHR-APD Executive Committee considers none of the nominees to be of sufficiently high quality.
4. The awards will be presented at the closing ceremony and will consist of a plaque, a certificate and a free one year membership of IAHR, when relevant.

ANNEX 6:

**By-Laws of [Name] Young Professional Network(YPN):**  
*A draft template for use by a prospective YPN*



## **ARTICLE I**

### *Name*

The name of this organisation shall be the [Name e.g. “Cardiff”] Young Professional Network (YPN) of the International Association for Hydro-Environment Engineering and Research (hereinafter referred to as IAHR).

## **ARTICLE II**

### *Objectives*

To foster activities which bring together graduate students, young faculty members from universities and young professional engineers in local firms and organizations interested in sharing knowledge and experiences in the field of hydro-environment engineering and research. Foment close links between researchers and practitioners at the local level and at the same time encouraging connections with the wider IAHR community such as through the IAHR world or regional congresses.

The <name> YP networks will develop some or all of the following activities:

- Research and “state of the art” seminars, discussions or workshops
- Field trips to visit local hydraulic and environmental engineering projects and infrastructure
- Group research projects
- Social networking events to foster closer links between researchers in academia and engineers in practice
- Group trips to IAHR symposia, workshops and congresses
- Informal collaborative activities with neighbouring YPNs
- Fundraising efforts to garner support for member participation in IAHR Congresses and other forums
- Twinning with other groups for cultural exchange

## Article 1      ARTICLE III

### *Membership*

1. Any graduate student, young faculty member or graduate engineer in practice with an interest in the general field of hydro-environment engineering and research at the [Name] is eligible to become a member of this Young Professional Network, and thus to be recognized as a Young Professional Affiliate of IAHR.
2. Each member shall pay the Young Professional Network treasurer dues of an amount set by the Network. Of the dues collected an amount is payable to the IAHR Secretariat. This amount is set by the IAHR Secretariat, is published on the website and is subject to review by Council on an annual basis.

3. Each member of the Young Professional network will receive the electronic version of the bi-monthly *Journal of Hydraulic Research*, the quarterly *Hydrolink magazine*, and the quarterly *Journal of Water Engineering and Research (2014)*
4. Each Member of the Young Professional network shall receive the monthly IAHR NewsFlash World e-zine (and NewsFlash Europe or NewsFlash IberoAmerica depending on address)
5. Young Professional Network may subscribe to, or purchase, any and all IAHR publications at the prices published for IAHR Members.
6. YP Affiliates have access to the Members Area of the IAHR website, are entitled to member rates for registration in Congresses and other IAHR forums, and are cited in the IAHR website Membership Directory.
7. All members of the Network will be listed as Members in the IAHR Membership Directory with a dedicated profile page on the website where technical interests may be listed.
8. YP Affiliates may continue membership of a YPN even if they reside elsewhere.

## **ARTICLE IV**

### *Officers*

1. Officers of the Young Professional network shall be chosen from amongst the members;
2. The officers of the organisation, collectively comprising the Executive Committee, shall consist of a President, a Vice-President, a Secretary, and a Treasurer;
3. All officers shall be elected at the beginning of calendar year for a term of one year;
4. The duties of the President shall be to preside at all regular meetings of the organisation, to preside at all meetings of the Executive Committee, and to serve as ex officio member of all other committees;
5. The Secretary shall maintain minutes of the meetings of the Network and shall be custodian of all its records not specifically assigned to others. He/she shall ensure the correspondence of the Network and Executive Committee and send out notices of the meetings and shall keep a full and correct list of the members and their addresses. The Secretary shall also communicate the list of members to the IAHR Secretariat at the time of remittance of the annual dues, normally at the beginning of each academic year, together with a short report on the activities of the Network for uploading on the IAHR website and for possible inclusion in IAHR media;

6. The Treasurer shall have charge of the funds of the Network and shall make all required financial reports and such expenditures as may be authorised by the Network's Executive Committee. The Treasurer shall remit the annual Network dues to the IAHR Secretariat, normally before the beginning of each calendar year;
7. If an officer, other than the President, is unable to perform his/her duties, the Executive Committee may appoint a member to serve in his/her seat for the remainder of the term of office. A vacancy in the office of President is filled by the Vice President.

## **ARTICLE V**

### *Faculty Sponsorship and Liaison with Secretariat*

The Young Professional Network will typically be hosted by a single University, Company or Administration and shall show to the IAHR Secretariat evidence of faculty or senior staff sponsorship and/or support in order to ensure continuity of purpose and activities in conformity with the rules and regulations governing the Young Professional Network. This requirement is linked to the relatively rapid change over in Committee members inherent to a YP Network: To this end the committee needs to submit to the Secretariat:

- (a) The agreement of at least one faculty member or senior engineer to serve as Advisor of the Network – it is to be expected that this person would normally be an established IAHR member;
- (b) An announcement of new officers, and an updated membership list must be submitted to the IAHR Secretariat annually, at the beginning of each calendar year;
- (c) A description of special programmes and activities for release to IAHR publications must be submitted to the secretariat at least once per year;
- (d) The IAHR Secretariat needs to be kept informed of the faculty/staff sponsor and official contact person for the Young Professional Network (a committee member of the Young Professional network – usually the President). This usually needs to be done after each election.

## **ARTICLE VI**

### *Committee*

1. The Executive Committee shall consist of all the officers. They shall have general supervision of the work of the YP Network and shall perform such other duties, as the chapter shall determine;
2. There shall be as many committees with as many members as deemed necessary by the Executive Committee to carry on the work of the Network. Committee chairpersons are appointed by the YP Network President with the approval of the officers.

### *YPN Advisors*

3. The faculty/staff advisor shall normally be a member of IAHR (either individually or through his/her University or Organisation). This is important in order to ensure that the Advisor can support the YP Network by facilitating links with the parent Association.

**ARTICLE VII**

*Meetings, Procedures and Quorums*

1. A minimum of at least one meeting of the entire Network shall normally be held on a semestral or quarterly basis. Special meetings of the Network may be held at the call of the President or upon written request of 20% of the membership. Other IAHR members should be welcome to attend the meetings of the YP Network if the Executive Committee so desires, but other attendees should be asked to make a financial contribution as an incentive to membership!
2. A quorum at any meeting of the Young Professional Network shall be at least 25% of the members of the Network.

**ARTICLE VIII**

Article 22      Financial Affairs

1. The fiscal year shall normally coincide with the calendar year;
2. Any bank accounts for the Network shall be created and maintained as deemed necessary by the Executive Committee.

**ARTICLE IX**

*Amendments and Limitations*

1. The members of the Network shall in all respects be governed by these By-Laws, which are subject to the provisions of the constitution and the By-Laws of the IAHR.
2. Amendments to these By-Laws may be made by a two-thirds affirmative vote of those Young Professional network members present at a special meeting called for the express purpose of changing these By-Laws. Such a meeting must be announced at least ten days in advance. An amendment may be proposed by the Executive Committee or by a member petition to the Secretary. At least 10% of the membership is required for endorsement of such a petition. No less than five members can offer a petition when 10% of the membership is less than five individuals. No amendment that is inconsistent with the by-laws or the constitution of the International Association for Hydro-Environment Engineering and Research shall be submitted to vote.
3. These By-Laws and any amendment hereof shall promptly, after adoption by the chapter, be submitted to the Secretariat of the Association in Madrid.

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Advisor                      President                      Vice President                      Date