

Guidelines on Waiving and Fee Relief for IAMRA Membership Dues

Background

- 1** IAMRA's Fiscal Year (FY) runs from May 1 to April 30.
- 2** IAMRA sends invoices to the membership on or about March 15 of each year with a due date of May 1.
- 3** In Chapter V, Section 2 of the IAMRA Bylaws, the IAMRA Board of Directors is authorized to suspend and subsequently terminate an organization's membership in IAMRA due to non-payment of membership dues.
- 4** At various times throughout IAMRA's history, there have been countries experiencing civil unrest, war, natural disasters, and other extreme circumstances. These events often have a serious and lasting impact on the people of these countries, including those in the medical and healthcare community. Physicians, healthcare workers, and the regulators themselves may have to leave the country due to high personal risk. If and when they are able to return, their country may be in a state of recovery and possibly rebuilding.

An extended interruption to the operational capacity of a member and or partner organization within a country should be considered as it relates to IAMRA membership dues.

- 5** IAMRA operates almost exclusively off membership dues. Waiving membership dues should be done with some caution and only considered in the most serious of circumstances.
- 6** Decisions to waive membership dues will be made on a case-by-case basis by the Board of Directors and should be consistent and fair to the membership as a whole.

Criteria for Waiver or Relief of Membership Dues

- 7** In order for the IAMRA membership dues of a Member or Partner organization to be waived, the following criteria must be met:
 - a.** The country in which the Member or Partner organization is located is experiencing, or has very recently experienced, an extreme circumstance related to their jurisdiction.
 - b.** For the purposes of this policy, an extreme circumstance includes civil unrest, war, a natural disaster, or other catastrophic event directly affecting that jurisdiction.

- c. The Member or Partner organization must provide evidence that the extreme circumstance has impacted the organization to the degree that there is an extended interruption to its capacity to function at an operational level.
 - d. The Member or Partner must apply in writing to IAMRA for a waiver of membership fees within 60 days of receipt of the annual renewal notice, or within three months of the renewal date published on the IAMRA website.
- 8** In order for an IAMRA Member or Partner organization to obtain relief of IAMRA membership dues, the following criteria must be met:
- a. The country in which the Member or Partner organization is located is experiencing, or has very recently experienced, a significant circumstance related to their jurisdiction.
 - b. For the purposes of this policy, a ‘significant circumstance’ includes a major disruptive event impacting the health, economic, social or justice systems in that jurisdiction (e.g.: famine, large scale cyber or terrorist attack)
 - c. The Member or Partner organization must provide evidence that the significant circumstance has impacted the organization to the degree that there has been a sustained interruption to its capacity to function at an operational level.
 - d. The Member or Partner must apply in writing to IAMRA for relief of membership fees within 60 days of receipt of the annual renewal notice, or within three months of the renewal date published on the IAMRA website.
 - e. The amount of relief granted will be at the discretion of the IAMRA Board, based on an assessment of the nature and scope of disruption experienced. Ordinarily, this will be up to a maximum of 50% reduction in annual membership dues.
- 9** Notwithstanding the above, the IAMRA Board may at its absolute discretion, accept an application for either waiver or relief of membership dues no later than the end of the relevant membership year.

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