



International Pipeline & Offshore Contractors Association  
**RESPONSIBILITIES OF ELECTED BOARD MEMBERS**

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Each candidate running for office should understand that elected Board Members have certain responsibilities, and that board membership should not be undertaken lightly.

1. Each elected Board Member serves as a representative of the membership at large and as an ambassador for IPLOCA. As such, s/he must understand and be able to articulate the mission and purpose of the Association.
2. Board Members must be fluent in spoken and written English in order to participate fully in the affairs of the Association.
3. Each Board Member should fully support the organisation and its mission through regular attendance at Board meetings and active participation in meetings and events, including four Board meetings a year that will require international travel.
4. As stewards of the Association, Board Members should actively participate with the staff leadership in a planning process appropriate to the organisation, and approve the annual budget.
5. One of the Board's foremost responsibilities is to provide adequate resources for the organisation to fulfill its mission. The Board should work in partnership with the Executive Secretary to monitor and provide the resources necessary to achieve stated goals.
6. Board Members represent the members and as such must take responsibility for such items as:
  - a) securing Health & Safety Statistics from the Regular Members.
  - b) communicating with candidates and leading the appropriate Area election meeting at the Convention.
  - c) participating in review of documentation, in discussions and in decision-making that affect the membership.
7. A Board Member recognises and accepts that board participation necessitates a financial commitment of between €24,000 and €36,000 per year.
8. A Board Member is willing to commit time and energy to supporting peers and colleagues in discussion and documentation, and provide opinion and expertise for the betterment of the industry.
9. Board Members assess the board's own performance, recognise its achievements and reach consensus on which areas need to be improved.
10. A Board Member cannot authorise a third party to represent him on the Board.