

EAGE Local Chapter

General Guidelines for the Establishment of a Local Chapter

1. Preamble

To better promote and spread out the Activities of the Association at local base, the EAGE Board decided to support the establishment of EAGE Local Chapters in different countries.

A group of EAGE members may decide to create an EAGE Local Chapter. Purpose of the Chapter shall be to promote the geosciences and overall EAGE activities, the training and the professional update of its members in the area. It is recommended that the Local Chapter include a Student Section. The Local Chapter shall act in conformity with the Constitution and By-Laws of EAGE. The specific geosciences address of the Chapter could be reflected and specified in the Chapter's own Constitution.

2. Regulations

A request to become an "EAGE Local Chapter" requires a petition of a minimum of 20 active EAGE members residing within appropriate distance of a central point.

A written request to be recognised as "Local EAGE Chapter" should be addressed by the representative of the chapter to the Board of EAGE. The Board upon the reception of the official request, has to approve within six months the creation of a Local Chapter according to the general policy of the Association. Once approved and ratified the representative of the Chapter and the representative of the Board of EAGE will sign an official document of Establishment and Affiliation to the EAGE central organisation. The Local Chapter can include a Student Section at any time. The Board of EAGE should be informed about this, but a specific approval is not required.

3. Local Chapter Basic Requirements and duties

- A Local Chapter is in principle not obliged by EAGE to be a legal entity.
- The Local Chapter needs to appoint a President. Recommended additional organs of a Local Chapter are as follows: Vice-president, Secretary (-Treasurer) and a Committee of Auditors of Accounts (if legal entity). The President will be the official representative of the Local Chapter. A Secretary (-Treasurer) should be the contact person for administrative matters.

- It is recommended, that the Local Chapter creates a Student Section.
- The Student Section will have a chairman or contact person.
- The names and addresses of those elected to serve as officers for the Local Chapter and the Student Section should be noted for publication.
- The Local Chapter shall have an official address or a secretary's office.
- The Local Chapter maintains a logistic administration, including a membership list, but also a financial administration, if incorporated as legal entity.
- The Local Chapter promotes the EAGE Membership in the area as well as the overall EAGE activities.
- The Local Chapter shall organise (or contribute to organise) at least two meetings every year in the area promoting the EAGE activities at local site.
- It is recommended, that the Local Chapter develops its own website that can be linked to the central EAGE website.
- The Constitution and/or By-Laws shall be in place, when applying as legal entity for approval to the EAGE Board. EAGE can provide a general framework for the Constitution of Local Chapters that shall be properly amended according to the local needs.
- Any special agreement between EAGE and Local Chapter outside these Guidelines will be stipulated in separate side letters.

4. Benefits to Local Chapters provided by EAGE

- EAGE shall provide the Local Chapter with at least one webinar from the Distinguished Lecturer Programme per year. The webinar can be requested by the Local Chapter and is scheduled subject to the lecturer's availability
- EAGE shall give the Local Chapter the opportunity to publish material in First Break and to promote the activities of the Local Chapter. The Local Chapters is encouraged to submit periodical news on its work.

- EAGE shall arrange a meeting with representatives of the Local Chapters once a year (probably during the annual conference). This gives the opportunity to exchange ideas with the membership of the Chapter.
- EAGE will support the Local Chapter by sponsoring the annual dues for maximum 10 Student Members every year under the following conditions:
 - A student can be sponsored by EAGE for maximum 1 year
 - The student is not a member of EAGE or has not been a member of EAGE.
 - The Local Chapter will send request for sponsoring of student membership to the EAGE Business Office not later than November 1 before the year of membership activation.

5. Non-Members

Non-members of EAGE can participate in the activities of the Local Chapter, but have to pay a fee for participation, which is at least the annual EAGE membership fee for the eligible membership type. Membership will then be activated immediately.