



CHARTER

Status

Women In Nuclear Global (here after referred to as WiN) is a worldwide association of individuals, focusing on women, working in various fields of nuclear energy and radiation applications. The members have a common commitment to provide information and communicate with the public. It is established as non-profit making. The working language of WiN is English.

Women In Nuclear Canada (here after referred to as WiN-Canada) is the Canadian based chapter of WiN-Global. It is established as non-profit making. The working language of WiN-Canada is English. The WiN-Canada charter is based on the WiN-Global charter.

Local chapters of WiN-Canada may conduct their business in either of Canada's official languages, at the discretion of their local chapter leading group.

Vision

To make the public aware, especially women, of the benefits of nuclear and radiation applications and of the safety that ensures protection of the public and the environment.

Mission

WiN-Canada supports the mission of WiN-Global.

WiN-Canada aims to develop a dialogue with the public to promote factual awareness about the contribution to people and society from nuclear technologies.

WiN-Canada aims to contribute to knowledge and experience exchange among members and chapters, both in Canada and internationally.

WiN-Canada aims to promote career interest in nuclear engineering, science, technology, the trades and other nuclear-related professions, especially among women and young people.

Goals and Objectives

WiN-Canada supports the Goals and Objectives of WiN-Global, but on a national level.

- To meet regularly to exchange ideas, information, and experience between members and between local WiN-Canada chapters and other country chapters.

- To establish local WiN-Canada chapters in as many locations in Canada as possible.
- To create bridges between members in the spirit of equal opportunity and the free exchange of ideas.
- To share or create informational techniques and materials for use in Canada.
- To actively promote the goals and objectives of WiN-Global.

All local WiN-Canada chapters will adopt the mission and goals of WiN-Canada, though these may be supplemented by additional complimentary objectives that meet the specific needs of the local chapter, as determined by the chapter leading group.

Membership

WiN is open to any individual involved in the factual promotion of nuclear technologies who conducts themselves in a professional manner and pledges to adhere to the mission and goals of this charter. By decision of the Board of WiN-Global, WiN-Global can accept associate members and establish relationships with independent organizations. All affiliates must have objectives consistent with those of WiN but may have separate charters and member requirements. Associate members cannot vote.

A membership application is required for any individual seeking to join WiN-Canada. At least one WiN-Canada Board member or two WiN-Canada members must endorse the application request. Members are not required but have the option to adopt a local WiN-Canada chapter as their preferred local WiN-Canada chapter.

Should it be determined by the WiN-Canada board that a member's actions are not being carried out in a professional manner and do not support the WiN-Canada goals and objectives, the membership in WiN-Canada may be revoked. All WiN-Canada members will automatically be submitted to WiN-Global for membership.

WiN-Canada will be made up of a diverse group of members, both women and men who work in nuclear related or radiation application fields from all areas of the business.

Structure

WiN in the context of this charter refers to the global organization of individuals. Independent WiN groups or chapters are recognized by WiN and are represented in the various components of the structure and voting practices of the organization.

WiN-Canada in the context of this charter refers to the Canadian chapter of WiN-Global. Local WiN-Canada chapters are recognized by WiN-Canada and are represented in the various components of the structure and practices of the organization. Each local WiN-Canada chapter is represented by a leading group. The chair of each local chapter leading group will be invited to sit on the board of WiN-Canada.

The constitutional authorities of WiN-Canada are:

- The General Assembly
- The Board

- The Executives
- The President
- The Secretariat

The General Assembly

The WiN-Canada General Assembly is held once a year. It is open to all WiN-Canada members, Associate members, and invited members of the public. The WiN-Canada President will direct and Chair the proceedings.

The General Assembly has the power to amend the charter, in keeping with the WiN-Global charter, to affirm the Board members determined by the member chapter, to elect the President, to decide membership fees when necessary and to dissolve the Association. The General Assembly is most often used to provide information to the members or affirm a recommendation from the Board. A simple verbal response by the assembly is required to conduct official business in affirming Board recommendations. In the event an issue requires a vote of the members a roll call vote of the attendees must be taken to ensure that only members are voting. Members not in attendance during a formal roll call vote at the General Assembly will be permitted to cast their vote by email within 30 days. In the case of dissolving the association a more formal recorded response from each member is required. All business issues brought before the General Assembly for a vote must be the result of a Board recommendation or as directed by the President and the Executives.

The location for the General Assembly and annual meeting is to be determined by the WiN-Canada President and approved by the Board. It must be held in a central location to provide an opportunity for all WiN-Canada members to attend.

The Board

The Board is the working core of the Association. Every recognized local WiN-Canada chapter or organization may be represented by one voting delegate. A local chapter or organization is defined to be a regularly meeting assembly of members in good standing of WiN-Canada. All such chapters or organizations must be officially recognized and affirmed by the Board. In general local chapters recognized on the Board are organized by geographic area and led by a group of individuals who have an interest in advancing the mission and goals of WiN-Canada and hence WiN-Global. However, WiN-Canada Board members may represent independent Canadian organizations or be a member at large invited to join the WiN-Canada Board. A candidate for the Board must be identified to the WiN-Canada President and provided for affirmation to the current Board at least two months prior to the identified deadline for a decision. The members of the Board also include the WiN-Canada Executives and the WiN-Canada President. An individual may serve concurrently as an Executive and Board member but would have only a single vote on any matter. The WiN-Canada President will chair all interactions, unless she appoints a delegate.

The WiN-Canada Board has the power to make recommendations to the General Assembly to amend the charter, to make recommendations to the General Assembly to elect the President, to approve the appointment of Executives, to accept associate members, to establish relationships with independent organizations, to decide

membership fees when necessary and to dissolve the Association.

A single delegate from each recognized local WiN-Canada chapter or organization is recognized as the Board member and permitted to cast a single vote on business matters brought before the Board. The process for selection of the delegate is determined by the organization being represented. There is no limit on the time an individual member may serve on the Board. In the event the official Board member is not able to attend a meeting an alternate may substitute provided the WiN-Canada President and/or Secretariat are notified prior to the meeting.

In addition to the chapter delegate, voting members of the Board include the WiN-Canada President and WiN-Canada Executives. The WiN-Canada President or WiN-Canada Executive may or may not concurrently represent a chapter. The WiN-Canada President or WiN-Canada Executive will, however be permitted only a single vote on any matter brought before the Board.

A quorum of a simple majority of members must be present in a co-located meeting for any actions to become binding within the organization. Co-located meetings may include a teleconference, videoconference or other means of hosting a 'virtually' co-located meeting. An email vote with participation by a simple majority of members may constitute a quorum in the event that a simple co-located majority is not achieved. In a case of a tie vote the WiN-Canada President and Executives will determine the outcome. The only exception is in regards to any action to dissolve the Association. This action must be by 100 percent approval of the recognized WiN-Canada Board members prior to moving to recommend action by the General Assembly. Local WiN-Canada chapters will adopt the same rules of quorum as WiN-Canada for local chapter business requiring a vote by the Leading Group members for the local chapter.

Past WiN-Canada Presidents may participate in all Board activities including voting. Past WiN-Canada Presidents will not be included in the quorum count, unless they continue to hold an Executive position on the WiN-Canada Board.

The Board will conduct at least 4 meetings per year, of which at least two must be co-located. One of the two co-located meetings must be held at the same time as the General Assembly. The second is to be connected to a recognized industry meeting, for instance during the annual Canadian Nuclear Society Annual Conference. Other meetings may be via teleconference. Additional meetings may be called throughout the year at the direction of the President. Board members finance themselves.

WiN-Canada Board positions include the following, though not all may be filled at one time or one person may perform more than one function, except in the case of the WiN-Canada President:

- WiN-Canada President
- One delegate from each WiN-Canada local chapter Leading Group (usually the Chair)
- The Treasurer
- The Secretary
- The Executive Director

- No more than seven (7) invited independent members

The Executives

Within the Board there is an Executive Committee representing, at a minimum, the Local chapter Leads, the Executive Director, the Treasurer and the WiN President. The Executives are responsible for providing oversight on issues that require immediate action or are of a sensitive nature as determined by the President. The Executives are responsible for facilitating communication between the members in their geographic areas as WiN-Canada continues to grow. They will work at the direction of the President to ensure timely and accurate information is distributed to members. A quorum of a simple majority of members must be present in a co-located meeting (see definition above) for any actions to become binding for the organization. An email vote with participation by a simple majority of members may constitute a quorum. The WiN-Canada President will Chair the Executives and cast the deciding vote in the case of a tie.

The WiN-Canada President is responsible for identifying candidates for Executive membership. Executive members are approved by the WiN-Canada Board. A candidate for the Executives must be identified to the WiN-Canada President and provided for affirmation by the Board at least two months prior to the identified deadline for a decision. Executive members may serve a maximum of three consecutive two year-terms. Executive members finance themselves.

The President

The WiN-Canada President is recommended by the Board and elected by the General Assembly. The WiN-Canada President may serve a maximum of two, two year-terms. The President shall chair the General Assembly, the Board, and the Executives. The President will conduct the general business of the Association. The WiN-Canada President will finance herself.

A candidate for WiN-Canada President should have served on the Board and receive endorsement from the Executives prior to a vote. Candidates for WiN-Canada President must be identified to a member of the Executives. The candidate(s) for WiN-Canada President must be provided for vote to the Board at least two months prior to the identified deadline for a decision.

In the event that the WiN-Canada President is no longer able to serve, a member will be selected from the Executives as an interim President. It is expected that a candidate(s) will be identified for WiN-Canada President and an election held within one year of a sitting President leaving office prior to completing the designated term. A member of the Executives approved by the Board will chair a committee to solicit candidates for WiN-Canada President.

The Treasurer

The responsibilities of the Treasurer include maintaining a record of transactions, developing the annual budget and providing regular budget updates to the Board,

providing an annual statement of account to the Board and the body responsible for holding and disbursing WiN-Canada funds, and ensuring appropriate processes are in place to manage the disbursement of funds and the placement of contracts.

The Secretary

The responsibilities of the Secretary include taking minutes, maintaining the membership list, distributing minutes of the meetings, and the distribution of general correspondence. In the absence of this position being filled, the duties will be shared by WiN-Canada Board members.

The Secretary reports to the WiN-Canada President.

The Executive Director

The responsibilities of the Executive Director include program development, chapter and member development, preparation of reports for WiN-Global, communication and stakeholder liaison, maintenance and development of the WiN-Canada member website, and other duties identified by the WiN-Canada President. In the absence of this position being filled, the duties will be shared by WiN-Canada Board members.

The Executive Director reports to the WiN-Canada President.

Finance

WiN-Canada proposes to work independently with as little funds as possible. The President as well as the Board members and Executives finance themselves until sponsors are identified to host not only annual meetings but also support the President. Special projects shall be funded by the interested parties. Event fees will be levied only when necessary and with the approval of the Board. The Treasurer is a member of the Executive.

Charter and By-Laws Updates

The WiN-Canada charter and By-Laws must be reviewed and reaffirmed or updated when needed, when the WiN-Global charter is updated, or at a minimum of once every 10 years. A committee comprised of Board members will be established by the request of the WiN-Canada President and charged with conducting the review. The committee will provide the results of their review and any recommendations to the Executives for comment, further direction, or distribution to the entire Board. Any permanent changes to this charter and By-Laws will require approval by the General Assembly.

Charter and By-Laws Annex

WiN Communication Strategy

WiN has to put nuclear energy and nuclear safety in perspective. Our communication has to be factual, open and honest. We have to communicate everything from a human perspective. Effective communication is a balanced integration of emotion and reason in informing people by people on three different levels: ethical values and emotions, economics and the technical and scientific level.

Local WiN-Canada chapters may have specific communication needs in support of the employers of their members or due to particular issues arising in their geographic location. Local WiN-Canada chapters may develop their own communication strategy but this should complement the overall WiN-Canada and WiN-Global strategies and be shared with the WiN-Canada Board.

Memorandum of Cooperation

A Memorandum of Cooperation, more commonly known as a Memorandum of Understanding (MOU), template is available. A MOU may be requested by any member of WiN and is intended to provide opportunities to enhance member communication, education, and collaboration with other organizations with similar goals. It is established through the interaction and direction of the WiN Global President, and as applicable the Board Member affiliated with the country in which the MOU candidate is established, working with the requesting WiN member. The WiN Global Board must approve all MOUs prior to finalization.

Correspondence

Any correspondence shall be by the WiN-Canada President or Executive Director unless otherwise agreed by the WiN-Canada Board. Any correspondence outlining the position of WiN-Canada on a particular issue shall be reviewed and agreed by a simple majority of the WiN-Canada Board prior to being issued.

Support for particular technology

WiN-Canada members come from across the industry and include regulators, policy makers and individuals working for organizations who may be in competition with one another. It is the policy of WiN-Canada not to endorse one particular type of nuclear or radiation technology above another, rather to promote the role of nuclear and radiation technologies in our society.

Approved by WiN-Canada board February 2009