

THE XXX BPW INTERNATIONAL VIRTUAL GENERAL ASSEMBLY

21-30 MARCH 2021

1. VIRTUAL GENERAL ASSEMBLY 2021

According to Constitution R10.1 the General Assembly is the meeting of

- the voting delegates from each Affiliate Federation
- one voting delegate from each country with Affiliate Clubs
- the members of the Executive
- Past International Presidents
- Standing Committee Chairpersons

(There are no Standing Committee chairpersons this triennium, they are not a part of Virtual General Assembly 2021)

As the XXX General Assembly (GA) was postponed from August 2020 due to Covid-19 pandemic, so BPW affiliates that are financial (up-to-date with International dues) as of the year 2020 are eligible to submit names of delegates and alternate delegates to attend this Virtual General Assembly.

There will be 8 sessions of Virtual General Assembly to cover reports, debates or core business, election and budget. Each session will last approximately 2.5 hours. Names of voting delegates or alternate delegates must be specified in the “Credential form” to be submitted by each member country.

As BPW affiliates are located globally in all time zones, online voting will be held via a secure web-based voting platform. Voting delegates will be given at least 24 hours to vote per each batch.

There will be 2 International Board meetings, one before and one after, the XXX Virtual GA. The voting delegates for the International Board during January-March 2021 will be the same as those accredited to vote in the year 2020.

2. CREDENTIALS

- Credential form should be submitted prior to registration (or at the same time) as it specifies who can register as delegates and alternate delegates.

BPW affiliates that are financial with BPW International dues of the year 2020 are eligible to submit “Credential Form” (see attached file) to specify names of voting delegates and alternate delegates to attend Virtual General Assembly.

- Total number of voting / alternate delegates allowed are determined as follows:

National Federations	500 or fewer paid members	3 delegates
	501 - 1000 paid members	4 delegates
	1001 - 2000 paid members	5 delegates
	2001 - 3000 paid members	6 delegates
	and 1 additional delegate for every additional 3,000 members up to a maximum of 15 delegates	
Affiliate Clubs	Each country is entitled to 1 delegate.	
Each of the above are entitled to equal number of alternate delegates		

- **Credential forms should be submitted to presidents.office@bpw-international.org no later than 7 March 2021.**

Tentative Schedule and On-line Voting

(Last update 25 February 2021)

International Board Meeting		
14 March 2021	Pre-General Assembly International Board Meeting	
15-18 March 2021		Vote of International Board
General Assembly		
21 March 2021	First GA session	Vote Batch #1: Reports
22 March 2021	Second GA sessions	
23 March 2021	Third GA session	Vote Batch #2: Vote on matters debated during 22-23 March
24 March 2021	Fourth GA session	
25 March 2021	Fifth GA session	Vote Batch #3 Vote on matters debated on 24-25 March
26 March 2021	Sixth GA session	
27 March 2021		Vote Batch #4 Vote on matters debated on 26 March
28 March 2021	Seventh GA session	
29 March 2021		Vote Batch #5 Election of executive (*) Election of standing committee chairs (**) and budget (***)
30 March 2021	Eight GA session	
International Board Meeting		
31 March 2021	Post-General Assembly International Board Meeting	Vote of International Board

(*) Election of President will be held prior to the election of the executive.

(**) Election of Standing Committee Chairs are dependent upon the prior voting result of the resolution which will determine whether they will be retained or removed.

(***) Budget has to be voted on last as prior vote results can have financial impact.

3. REGISTRATION

- **Register Online:** www.bpw-international.org/BPW-GA-registration
- **Registration Forms:**

Both Individual registration forms and Group registration forms (see attached files) can be downloaded from the BPW International web site. The forms are for those who want to pay via bank transfer.

Registration forms for delegates and alternate delegates need to be verified that their names agree with those appear on previously submitted Credential forms for each member country. Please, be advised to submit the Credential form either at the same time with Group Registration form or before submission of Group registration form.

Registration forms can be e-mailed to BPW-GA-Admin@googlegroups.com between 25 February - 7 March 2021.

- **Registration time:**

**Registration opens: 25 February 2021 (via e-mail)
26 February 2021 (online)**

Registration closes: 7 March 2021

- **Registration Fees:**

Delegates and Alternate Delegates (BPW members) 80 Euro

- Can attend and speak at Virtual GA
- Can observe Pre-and Post-GA International Board meetings via Live broadcast

Observers 20 Euro

- Can observe Virtual GA via Live Broadcast.

Note:

- (i) **Registrant's e-mail must be UNIQUE**, not a duplicate of any other registrants.
- (ii) Names of delegates and alternate delegates **MUST** correspond to the names that appear on the credential form from each member country. For more details, please see "Credential Form" and "Registration forms".
- (iii) BPW International reserves the right to determine the eligibility of registrants.

- **Registration payment:**

- **Pay by credit card:**
 - Register online via www.bpw-international.org/BPW-GA-registration
- **Pay by bank transfer:**

- Fill out the attached individual registration form or Group registration form.
- Send the Registration forms and proof of payment to
BPW-GA-Admin@googlegroups.com
- Fully registered and paid participant will receive email confirmation.

Regardless of the registration payment method, each registrant will be verified whether she is from a BPW affiliate and is financial as of the year 2020 and her name also appears in the signed credential form of that BPW affiliate.

4. ACCESSING THE VIRTUAL MEETING PLATFORMS

- A unique link to access the Virtual General Assembly platform will be sent to paid delegates and observers at least 1 (one) week prior the beginning of General Assembly. The link will be unique for each person and can be used from 1 device only. Such link will be used to access all 8 sessions for the Virtual General Assembly.
- Unique links to access the Pre-GA and the Post-GA International Board meetings will also be sent to the voting delegates of International Board separately.

5. VOTING

- *All voting Delegates for the Virtual General Assembly must be registered as Delegates and their names must appear in the signed “Credential form” as Voting delegates from BPW affiliates, which are financial (paid dues for 2020 as of 7 March 2021).*
- Voting platform for the Virtual General Assembly:
Voting at the General Assembly will be conducted via a secure web-based online voting system for the General Assembly. The link to this platform will be announced by mid March 2021.

Voting will be divided into batches. Voting delegates will have at least 24 hours to vote for each batch in order to accommodate voters from difference time zones.

- Voting platform for the International Board (January – March 2021)
This voting platform will be located at www.bpw-international.org/online-voting

Voting delegates for the International Board are the same as the voters since year 2020. It is not the same group of voters as for General Assembly and username and password will be difference.

6. CONTACT

- Updates on the Virtual XXX BPW International’s General Assembly will be displayed on www.bpw-international.org (click the blue button “XXX General Assembly”).
- For other inquiries, please send email to BPW-GA-Admin@googlegroups.com