

## **ASNT REPRESENTATIVES TO THIRD-PARTY ORGANIZATIONS**

### **1.0 Purpose**

The purpose of this policy is to define the duties and limitations of individuals ASNT appoints to represent the Society to third-party organizations.

### **2.0 Scope**

This policy is applicable to appointments of volunteers or staff to third-party organizations, including but not limited to federations, coalitions, working groups, collaborations, and code or standard-setting bodies. It does not include duties which have been delegated to the Executive Director, including but not limited to communicating with the public, the media, or the membership.

### **3.0 Responsibilities**

- 3.1 The Chair of the Board shall be responsible for appointing individuals to represent ASNT to third-party organizations, taking care to consider potential conflicts of interest.
  - 3.1.1 Appointees may include volunteer members or staff.
  - 3.1.2 Staff appointments shall be coordinated with the Executive Director.
  - 3.1.3 Appointments shall specify the terms and limits of the representatives' authority, and reporting requirements, if any.
- 3.2 The Board of Directors shall be responsible for confirming the appointments of ASNT representatives.
- 3.3 Representatives shall be responsible for attending meetings, engaging in discussions, communicating, and taking other actions in accordance with the terms and limits of their appointments.
- 3.4 The Executive Director shall coordinate appointments with the Chair of the Board and maintain a list of all appointed representatives and the terms and limits of their representation.

### **4.0 Types of Representation**

There shall be two types of representation: authorized representatives and liaisons.

- 4.1 Liaisons participate in third-party activities of their own accord and at their own expense. They represent their own, their employer's, or a third-party's interests. However, liaisons agree to communicate information between ASNT and the third-party organization.

- 4.2 Authorized representatives participate in third-party activities on behalf of ASNT and represent ASNT's interests. They may vote, make decisions, and take actions on behalf of ASNT in accordance with the terms and limits of their appointments, and subject to guidance provided by the Board of Directors. Costs associated with serving as ASNT's authorized representative shall be included in the Society's budget to the maximum extent practicable.

## **5.0 Communications and Reporting**

- 5.1 Authorized representatives shall review the meeting agenda or expected discussion topics with the Chair of the Board or their delegee, prior to attending a third-party organization meeting, to obtain guidance on ASNT's positions.
- 5.2 The Chair of the Board may, at their discretion, consult with the Board of Directors, or if time does not permit, the Executive Committee, on matters which the Chair of the Board determines relevant and important.
- 5.3 Representatives shall report to the Board of Directors or their delegees as specified in their appointments.