

## **Organizations and institutes wishing to join the IBP Consortium**

**First read the IBP Membership and Operating Guidelines and IBP Strategy and Work Plan and try to attend an IBP Consortium Meeting.**

**Contact the** IBP Secretariat and discuss the membership criteria, the mission, vision, strategic objectives, IBP Memorandum of Understanding, Operating Guidelines, IBP Strategy and IBP work plan before committing themselves to join the IBP Consortium.

Review with your own staff the IBP vision, goals, objectives, strategic plan, work plan, membership and operating guidelines of the IBP Consortium and gain their support to join the IBP Consortium.

If you agree to the terms set out by the IBP Memorandum of Understanding (MOU) and Operating Guidelines then please discuss and/or apply in writing through the IBP Secretariat to join the IBP Consortium. The letter should state:

- Why your organization wants to become a member of the IBP Consortium
- What specific contributions your organization can make to the partnership and what they hope to gain from becoming an IBP Partner of the IBP Consortium.

**All new applicants will receive a copy of the:**

- 3 copies Memorandum of Understanding (MOU) and MOU Extension Document. ( Please sign all three copies and return two to WHO/RHR)
- Membership and Operating Guidelines
- Current Strategic Plan and Work Plan
- Annual Report

The IBP Secretariat will forward the application on to the IBP Steering Committee with a brief summary of the discussions that have been held with the IBP Secretariat.

The IBP Steering Committee will assess whether the applicant fulfills the IBP Consortium membership criteria.

If accepted, the IBP Secretariat will inform members of the IBP Consortium Committee about the application.

Any objections to the application must be received in writing by the IBP Secretariat within 14 days of the application being posted.

The IBP Secretariat will send a letter of acceptance to the new member agency, copied to the Chair and other members of the IBP Steering Committee and a request to sign the MOU Extension Document.

No new members will be suggested if their membership would constitute a real or perceived conflict of interest in accordance with the IBP vision and goals.

All members will be introduced to the IBP partners through the IBP Knowledge Gateway and may send a representative to the IBP Consortium Meetings.

**IBP Secretariat contact details:**

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