



## PIANC AUSTRALIA & NEW ZEALAND TRAVEL ASSISTANCE POLICY (TAP)

### Background

It is clear that Australian and New Zealand input into PIANC's Working Group (WG) reports is very welcome and highly sought after by the international PIANC community.

The benefit of Australian and New Zealand involvement in WG reports is that particular ANZ influences (specific engineering, planning, design and/or operational issues) can be captured in WG reports – making them more relevant for our membership.

The PIANC Australia & New Zealand Board understands that attendance at international Working Group meetings incurs both **direct** costs (eg. flights, accommodation etc) and significant **indirect** costs (ie. time away from the office etc – typically one week) to employers.

To demonstrate PIANC ANZ's strong commitment to ongoing learning, continued support for members and strong participation to the international PIANC community, it was determined that **partial** travel assistance (TA) be offered to ANZ representatives of WGs who travel internationally.

**The PIANC Australia & New Zealand Board considers this policy is about re-investing in our members.**

The **partial** financial support would be based on the following:

Parameters	Detail
<b>Selection &amp; Eligibility:</b>	<ul style="list-style-type: none"> <li>awarded upon application - at the discretion of a Board appointed 'WG Sub-Committee' &amp; PIANC ANZ Chair <b>prior to travel</b> for both new <u>and established Working Groups</u> for subsequent WG activities.</li> <li>to be eligible for funds the participant <b>must be a PIANC ANZ member</b> (including Young Professionals)</li> </ul>
<b>Funds:</b>	<ul style="list-style-type: none"> <li>maximum <b>up to \$2000 per working group member / per annum towards flights</b> (as GST is not payable on international flights)</li> <li>payable <b>post travel</b> – and upon satisfaction of receipts &amp; certain other requirements (see over)</li> <li><b>allocation of funds is re-assessed on a per annum basis</b></li> </ul>
<b>PIANC ANZ Annual Funds Commitment</b>	<ul style="list-style-type: none"> <li>max. \$10,000</li> </ul>

## Selection of Australian & New Zealand Members for PIANC Working Groups & TAP Assessment

Clearly, ANZ WG representatives must be able to demonstrate that they are appropriate representatives of our national section. Equally, the Board must be sure that the representative can make a direct contribution to the WG and are appropriately qualified and skilled in the area of WG investigation.

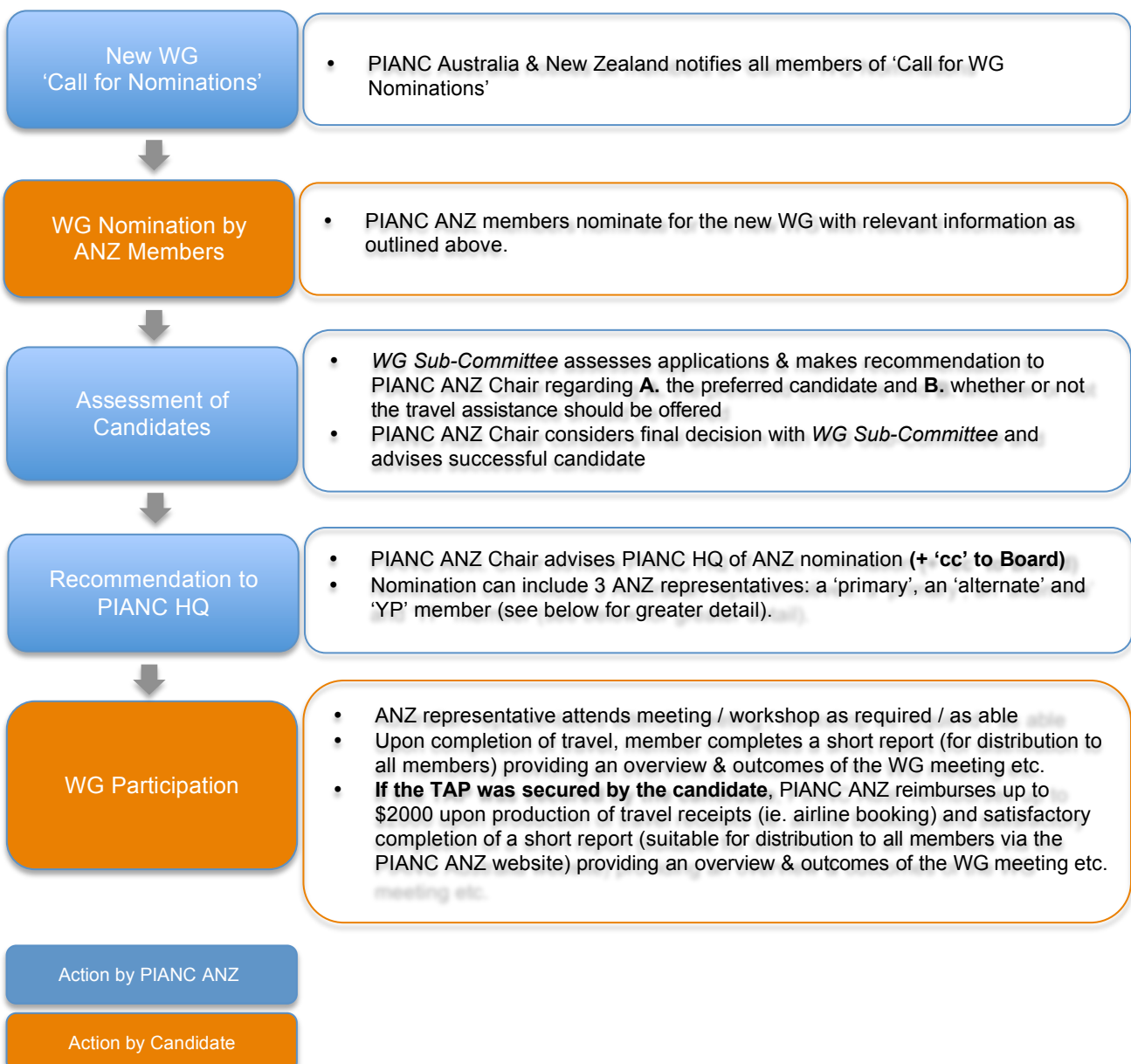
This is to be assessed via an application consisting of a short covering letter / email outlining:

- The experience of the candidate in the particular technical field;
- Why the WG is relevant for the ANZ content and the direct benefits of participation; and
- A commitment by the candidate that upon return from an overseas meeting, that they will prepare (for distribution to all members) a short report providing an overview & outcomes of the WG meeting etc

The application should also include a detailed CV / Resume.

To streamline the assessment of suitable candidates **and** applications under the proposed TAP, **the submission should also include details as to whether or not travel assistance is being sought.**

Assessment of candidates **and** eligibility under the TAP (if sought) will be undertaken by the 'WG Sub-Committee' in accordance with the following process:



## **PIANC International Rules regarding WG Representation**

Australian and New Zealand PIANC members are reminded of the PIANC International rules governing WG representation by each national section.

Section 59 of the PIANC International Rules and Regulations states that each member country (National Section etc) is entitled to appoint **two representatives** (of which **one** should be a Young Professional) **AND** one alternate in each Working Group via its First Delegate or his/her assignee.

If the member nation provides the Chairperson for the Working Group then that person is not counted in the above entitlement.

## **Application under TAP for EXISTING/ONGOING Working Group participants**

It is also clear that Australian and New Zealand members on **existing/ongoing** WGs may also wish to apply for TA under the policy for ongoing WG activities and report development activities.

Should a PIANC ANZ member wish to apply for TA under these circumstances, an application may be made to the PIANC ANZ Chair at any time outlining:

- Work completed to date by the WG;
- Estimated financial commitment to date by the member or his/her organisation;
- Why continued participation in the WG is beneficial for the ANZ membership; and
- A commitment by the candidate that upon return from an overseas meeting, that they will prepare (for distribution to all members) a short report providing an overview & outcomes of the WG meeting etc

Upon receipt of such applications, the *WG Sub-Committee* prescribed above, would review and assess applications and make recommendation to the PIANC ANZ Chair.

**Note:** Policy Approved at PIANC Australia Board Meeting: February 2016. TAP increased to \$2000 at May 2017 Board Meeting – maximum contribution by PIANC ANZ per year = \$10,000.