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IIW operational structure		22/06/2023	

IIW operational structure

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WORKFLOW AND RESPONSIBILITIES

PREPARATION/REVIEW	VERIFICATION/ISSUER	APPROBATION/VALIDATION	TARGET USER GROUP(S)
CEO	WG GOVERNANCE	IIW Board of Directors	President

DEPENDENCIES

DOCUMENT(S) TO REFER:	APPENDED DOCUMENT(S):
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1 Introduction

The purpose of this document is to provide information about the organisational structure of IIW. Appendix 1 includes the IIW Organisational Chart. Detailed information is available in the IIW constitution and bylaws, and in the Terms of Reference for each unit, available as IIW Reference Document (RD) or IAB documents.

2 Types of units

The IIW Units can be classified in the following categories:

- **Board of Directors:** Management
- **Board of Directors Units:** Administrative work
- **TMB Commissions and Working Groups:** Technical and scientific work under the TMB
- **IAB Groups:** Technical work under the IAB

3 Board of Directors

The Association is administered by a Board of Directors composed of a maximum of 15 voting members. The IAB Chair, TMB Chair and the Chief Executive Officer are non-voting members of the Board of Directors. The President Elect is a non-voting Director unless he/she simultaneously also holds a position as voting Director. All the members of the Board of Directors are Directors.

Rules for the election or selection of the Directors are given in the IIW Constitution (articles 15, 16 and 17) and in the IIW Bye-Laws (articles L; M and N).

The President represents the Association in any public activity and chairs the meetings of the Board of Directors, and ensures the fairness of the discussion and the proper respect of the Constitution and Bye-Laws of the Association. Vice-Presidents support the IIW President and are involved in the management of complaints. A Vice-President may be appointed to fulfil the duties of office and to act as President, whenever he/she is prevented from fulfilling his/her duties.

4 Board of Directors Units

Board of Director Units facilitate the achievement of all administrative work and the management of the Association. The Board of Directors units include:

- Working Group Finance, Audit and Risk (WG-FAR)
- Working Group Governance (WG-GOV)
- IIW Advisory Council
- Council of IIW senators
- Technical Management Board (TMB)
- International Authorisation Board (IAB)
- Working Group Regional Activities (WG-RA)



Detailed information on these Board of Directors units are presented in the IIW Constitution, Bye-laws and the applicable Reference documents (RD) or IAB Document and procedures.

4.1 Working Group “Finances, Auditing and Risk”

Working Group Finance, Audit & Risk (WG-FAR) advises the IIW Board of Directors related to risk management and the oversight and fiduciary responsibilities, with respect to financial auditing and risk management related subjects.

Membership is limited to members of the IIW Board of Directors.

4.2 Working Group “Governance”

Working Group Governance (WG-GOV) provides assistance to the IIW Board of Directors in fulfilling its responsibility to the IIW Member Societies by developing and recommending to the IIW Board of Directors a set of corporate governance principles to apply to IIW, and by reviewing ongoing developments and best practice in corporate governance affecting the IIW.

Membership is limited to members of the IIW Board of Directors.

4.3 IIW Advisory Council

The IIW Advisory Council is an external expert and experienced group of industry practitioners who advise the IIW Board on how to attract additional industry representatives to the IIW organization. The Council ensures that IIW services and programs, including the IIW EQT&C products and scientific work, are relevant in today's changing business environment.

The Council lends its energy, experience and influence in pursuit of the IIW mission and vision.

4.4 Council of IIW Senators

The Council of IIW Senators is an advisory body of the IIW Board of Directors. Its scope is to provide advice to the IIW Board of Directors on how the IIW can continue to improve its organization for the long-term benefit of its members.

IIW senators are members of the IIW Community that are not serving as IIW Board Members but served as key individuals in the IIW Board of Directors, or accumulated over 40 years of continuous experience in IIW.

4.5 Technical Management Board

The Technical Management Board (TMB) oversees, coordinates, and manages the technical, scientific and standardization activities of the IIW to advance the mission, vision and strategic plan of the association and in accordance with the decisions and recommendations of the Board of Directors.

Primarily, the Technical Management Board is responsible for:

- Oversight of the work of all IIW Commissions,
- Approval of the overall technical aspects of IIW events.,
- Overview of IIW standardization activities.



- Overall approval of the IIW awards program,
- Management of the IIW scientific publications programme, including the journal "Welding in the World", IIW books and booklets and any other technical or scientific deliverable.
- Outreach to the next generation of professionals.

4.5.1 Working Group "Commissions"

Working Group Commissions (WG-TCOM) is a permanent operational unit of the Technical Management Board to cover the operational aspects delegated to the TMB as related to the work of the IIW Commissions. WG-TCOM also acts as an information link between the Commissions.

4.5.2 Commissions

Commissions develop the technical and scientific work of IIW and report to WG-TCOM. Commissions facilitate the achievement of the scope of the Association on technical and scientific related issues under the scope of the TMB.

Within each commission:

- Sub-Commissions may be established to operate specifically in one or more segments of the technical field delegated to the Commission.
- Commission Working Groups may be established to identify, create, develop and/or transfer a specific global Best Practice document, Position Statement or Standard. A Working Group is not a permanent entity.

4.5.3 Working Group "Young Professionals"

Working Group Young Professionals (WG-YP) is a supporting unit of the TMB to fulfil its responsibility to attract and involve the next generation of welding professionals.

4.5.4 Working Group "Standardisation"

Working Group Standardisation (WG-STAND) is a supporting unit of the TMB to fulfil its responsibilities related with standardisation activities of the IIW.

4.5.5 IIW Editorial Board for Welding in the World

The Editorial Board for Welding in the World (EB WitW) is a supporting unit of the TMB and manages the IIW flagship journal, "Welding in the World". This group also provides input on publication policies and procedures.

4.6 International Authorization Board

The field of responsibilities of the International Authorisation Board (IAB) is as follows:

- to operate one harmonised global system for issuing diplomas and certificates based on approved guidelines for personnel involved in welding and allied fields,
- to authorise Authorised Nominated Bodies (ANBs) of the IIW to implement the system,
- to operate one harmonised global system for issuing certification of companies acting in the field of manufacturing by welding and allied technologies based on approved rules and criteria,
- to authorise Authorised Nominated Bodies for Company Certification (ANBCCs) to implement the system.



The International Authorisation Board shall have a Management Team selected by the Board of Directors.

4.6.1 IAB Board

The IAB Board is a permanent unit of the IAB, primarily responsible for identifying the strategic development of IAB business and recommending actions, as applicable, to the IAB units. The IAB Board reports to the IIW Board of Directors. It also communicates information and directives regarding IIW ETQ&C Systems from the IIW Board of Directors to the IAB.

At the Operational level, the IAB Board manages the activities of IAB Groups and Working Units.

4.6.2 IAB Members Meeting

IAB Members Meeting (IAB MM) is a permanent unit of the IAB to offer advice on matters of common interest relevant to IAB activities and services.

4.6.3 IAB Groups

IAB Groups are responsible for:

- the preparation and approval of IIW IAB documents, including Guidelines, Rules and Operating Procedures.
- the process of approval of IIW IAB nominated bodies.

The operation of IAB groups is detailed in IAB Operating Procedures (IAB OP series).

5 Working Group Regional Activities

The Working Group Regional Activities (WG-RA) provides suggestions and ideas to the IIW CEO to help IIW grow its membership around the world, and to encourage member countries to organize regional events that promote education, networking, research and technical advancements of global welding communities.

WG-RA includes an Advisory Event Committee (AEC) to make approval recommendations and provide support to the IIW Board of Directors for the planned regional events (international congresses, research colloquia, and associated events) by authorised representative bodies of IIW member country organizations.

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Process	Administrative management	Status	Approved	Verified / Issued by	WG-Governance
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IIW Organisational Chart

