

January 2014

**RULES AND
REGULATIONS**

January 2014

United States National Commission and
PIANC USA, the United States Section of the
World Association for Waterborne Transport Infrastructure

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RULES AND REGULATIONS
Governing the Policies, Operations and Procedures of PIANC USA

AUTHORITY

Pursuant to the Delegation by the Secretary of State of December 7, 1987, to the Assistant Secretary of the Army (Civil Works), and in accordance with applicable directives from the Secretary of the Army, the following Rules and Regulations of the United States National Commission and PIANC USA are hereby promulgated. These Rules and Regulations supersede all previous rules and regulations governing the U.S. Section of PIANC (renamed PIANC –USA per recommendation from PIANC International) and the U.S. National Commission and are applicable to all activities of the U.S. Section and the U.S. National Commission of PIANC. Participation by the Department of the Army in the activities of PIANC is based on 22 USC 266 and 275a which authorize the expenditure of Department of Army funds for the support and maintenance of PIANC and for the payment of the actual expenses of officially appointed national delegates of the United States to meetings of the Annual General Assembly and International Congresses of PIANC. Participation by the Department of the Army in the activities of PIANC is also based on Public Law 112-81, National Defense Authorization Act for Fiscal Year 2012, and subsequent delegation of the authority to participate in the activities of PIANC or any successor entity by Secretary of the Army to the Assistant Secretary of the Army (Civil Works), dated 4 October 2012.

Article I - Purpose of the International Association

1.01 Article I of PIANC International Regulations states that PIANC is "an international technical, non-political, and non-profit making association sponsored by governments and open to membership by individuals and corporate bodies."

1.02 The aim and the objectives of the Association are to advance, on a worldwide basis, the sustainable development of all kinds of waterborne navigation by:

- identifying and disseminating world best practice (guidelines, recommendations, standards) and providing access to international data, in order to bring about improved decision making based on professionally sound and impartial information;
- being the international forum for analysis and discussion of all aspects of waterborne transport including policy, management, design, economics, integration with other transport modes, technology, safety and environment;
- contributing to the integrated management of navigable water systems;
- recognizing the special needs of countries in transition and providing appropriate assistance and advice;
- promoting a comprehensive network of international navigation and port professionals and other stakeholders;
- cooperating closely with other associations in the field of ports, waterways, coastal zone management and related subjects.

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1.03 The objective of PIANC is achieved by assembling and publishing information about subjects in its field; by organizing technical conferences; by undertaking technical studies; by addressing particular maritime and inland waterway problems; by holding international congresses; and by forming international and national committees through which the experience and research of members may be exchanged. The knowledge so obtained is made available, without exception, to whomever it may benefit.

Article II - U.S. National Section

2.01 In accordance with Article 7a of the International Statutes, there is hereby established a U.S. Section of PIANC (PIANC USA), which consists of corporate and individual dues-paying members and those U.S. Government officials responsible for the activities of PIANC.

2.02 The purpose of PIANC USA shall be to promote interest in the objectives and activities of PIANC among its members and to facilitate various administrative matters as assigned by the Chairperson of PIANC USA.

Article III - The U.S. National Commission

3.01 The National Commission shall serve as the central governing body of PIANC USA.

3.02 The responsibilities of the U.S. National Commission are to manage the activities of PIANC in such a manner as will best advance the purposes of United States maritime and inland waterway interests, to promote the objectives of PIANC USA in the United States, and to accomplish the following missions:

- a. Promote the exchange of information with foreign maritime and inland waterway interests on all aspects pertaining to inland, coastal, and ocean navigation, including economic and environmental matters.
- b. Encourage cooperation between U.S. Government agencies and state, municipal, and private organizations concerned with the promotion and development of navigation.
- c. Stimulate progress in planning, developing, and constructing maritime and inland waterway facilities in accordance with the aims and objectives of PIANC.

3.03 PIANC USA is dedicated to the exchange of technical information and is not authorized to establish policies with respect to the foreign relations of the United States. U.S. members of PIANC shall not make official statements to foreign officials concerning the policies of the United States Government unless those statements are approved in advance by appropriate offices in the Departments of State, Defense, and Army.

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Article IV - Membership in PIANC USA

4.01 Classification, qualifications, and eligibility for membership in the PIANC USA shall be prescribed by the International Regulations of PIANC. Citizens and other residents of the United States, its Territories or Possessions and others whose countries do not have National Sections shall be eligible for regular membership.

4.02 Classes of membership are: Large Corporate, Small Corporate, Individual, and Student (under 30 years of age).

4.03 Large Corporate membership shall entitle the holder to receive four copies of all PIANC publications and to participate in all activities of PIANC open to the membership.

4.04 Small Corporate memberships shall entitle the holder to receive two copies of all PIANC publications and to participate in all activities of PIANC open to the membership.

4.05 Individual membership shall entitle the holder to receive one copy of all publications and to participate in all activities of PIANC open to the membership.

4.06 All members may attend and participate in national and regional meetings of PIANC USA and serve on Technical Working Groups.

Article V - Organization

5.01 The Officers of PIANC USA shall be the Chairperson, the President, and the Secretary. Each officer shall serve as an ex officio member of the National Commission.

5.02 The Assistant Secretary of the Army (Civil Works) or the Acting Assistant Secretary of the Army (Civil Works) shall serve as Chairperson of the U.S. National Commission and PIANC USA.

5.03 The Deputy Commanding General for Civil and Emergency Operations, Army Corps of Engineers, shall serve as President of the U.S. National Commission and PIANC USA.

5.04 The Secretary of the U.S. National Commission and PIANC USA shall be appointed by the Deputy Commanding General for Civil and Emergency Operations, Army Corps of Engineers. The office of the Secretary shall be located within the Institute for Water Resources, Army Corps of Engineers.

5.05 A Treasurer of the U.S. National Commission and PIANC USA shall be appointed by the President of PIANC USA. The Treasurer shall be appointed from the private (non-Federal) sector and shall work without remuneration.

5.06 The President may appoint U.S. committees or working groups to study specific problems within the scope of the objective of PIANCUSA.

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5.07 The President may establish ad hoc committees or other offices required for the conduct of the affairs of PIANC USA and appoint individuals to serve in these positions.

5.08 Technical activities of PIANC International are conducted through InCom, MarCom, EnviCom, RecCom, CoCom, YPCom, and Study Commissions. Working groups, which study specific technical subjects, are recommended by the relevant commission for approval by the ExCom. Working groups are conducted in accordance with Part 14 of the PIANC International Rules and Regulations.

5.09 PIANC USA, in consultation with the National Commissioners, and with the approval of the President, may appoint a Principal Representative to InCom, MarCom, EnviCom, RecCom, CoCom and YPCom to provide liaison between PIANC USA and the Technical Commissions of PIANC International. Responsibilities of Principal U.S. Representatives are listed in Appendix C. A co principal representative may be appointed. Said appointments will be for four years. Terms may be renewed for an additional four years with approval of the President.

5.13 The Secretary of PIANC USA, in consultation and with concurrence of the Principal Representative to the applicable Technical Commission, and Commissioners when appropriate, may appoint technically qualified individuals to serve as Principal U.S. Representative and Alternate Representative on a working group. An additional technically qualified Young Professional member may be appointed to each working group.

- a. The nominee may serve as a full member (attending meetings of the working group) or as a corresponding member.
- b. Nominees to working groups must be members of PIANC USA, either individual or employees of corporate members.
- c. Army funds shall not be expended for the travel and/or per diem expenses of a member of a working group who is not an employee of the Department of the Army.
- d. U.S. representatives to working groups shall comply with the Policies and Procedures for Technical Working Groups of PIANC USA.

Article VI - Nomination and Selection of Members of the National Commission

6.01 Participation of the United States in PIANC is through PIANC USA which is managed by a National Commission having representation from both industry and the Federal Government. The number of Commissioners shall not exceed eleven (11), exclusive of International Honorary Commissioners. Three are ex officio. Three will be elected by the general membership, one from each of the membership regions described in Appendix A. Five shall be nominated and appointed in accordance with Article 6.04 of these Rules and Regulations.

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6.02 Ex officio Commissioners shall include the Chairperson, the President, and the Secretary. There shall be no other Department of the Army members on the U.S. National Commission.

6.03 The election of one Commissioner from each of the three membership regions referenced in Article 6.01 shall be by general election of the membership within each region. Nominations shall be solicited four months prior to the election, which shall occur by written or electronic ballot at least 60 days prior to the expiration of the term of the serving Commissioner. Ballots shall be submitted to the Secretary of PIANC USA, and considered confidential except for the candidate's name and final number of votes per candidate. The results of the election shall be reported to the Chairperson of PIANC USA not later than 30 days prior to the expiration of the term to be filled for appointment. A Commissioner elected by the general membership of a particular region of PIANC USA shall carry out the responsibilities defined in Section 7.04 of Regional Vice President for that particular region. Installation of Commissioners, elected under the provision of Article 6.03, shall be made by the Chairperson upon receipt of election results. The term of an elected Commissioner shall begin on the date of installation by the Chairperson and shall be for four years.

6.04 Five Commissioners on the National Commission shall be appointed by the Chairperson. In order to fill these vacancies, the President shall appoint a Nominating Committee of not less than three members 60 days prior to the expiration of each Commissioner's term or as soon as possible following the creation of a vacancy. The Nominating Committee shall meet or confer for the purpose of nominating persons to fill vacancies on the National Commission. The Nominating Committee shall provide the name of each nominee for each vacancy and forward the name and relevant biographical data to the President of PIANC USA for review and submittal to the Chairperson of PIANC USA for approval. The President is encouraged to confer with the National Commission prior to the submission of the nominations to the Chairperson for appointment. The Chairperson shall appoint new Commissioners after reviewing the recommendations of the Nominating Committee. Persons to be appointed may be as recommended by the Nominating Committee, may include individuals not recommended by the Nominating Committee, or the names may be returned to the Nominating Committee for reconsideration. The term of a new Commissioner shall begin on the date of appointment by the Chairperson of PIANC USA.

6.05 Unless otherwise indicated by the Chairperson, an individual appointed or elected to the U.S. National Commission shall serve as a member for a term of four years. An appointed commissioner may be reappointed to a second term of four years. An elected commissioner may run for a second four-year term. No person may serve more than two consecutive terms on the U.S. National Commission. No person in the active service of the United States Government shall be appointed or be a candidate for election without the prior approval of the head of the individual's government Department or Agency.

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6.06 In the event of the death or resignation of a member (other than an ex officio member) of the U.S. National Commission, the unexpired term shall be terminated. A new Commissioner shall be appointed or elected to a full four-year term.

6.07 The National Commissioners may nominate former National Commissioners for the honor of being appointed as Commissioner Emeritus. A Commissioner Emeritus shall be appointed by the Chairperson at the recommendation of the National Commission. Commissioner Emeritus does not authorize or imply that any individual so named may attend PIANC meetings at U.S. Government expense. The criteria for designation as Commissioner Emeritus is in Appendix B.

6.08 The U.S. National Commission may recommend for Honorary Membership on PIANC International any present or former member of PIANC USA who has performed outstanding service for the International Association. This recommendation shall be submitted to the International Executive Committee. Honorary membership does not authorize or imply that any individual so named may attend PIANC meetings at U.S. Government expense.

Article VII - Duties of Officials

7.01 The Chairperson of the U.S. National Commission is the Assistant Secretary of the Army (Civil Works) or the Acting Assistant Secretary. The Chairperson shall:

- a. Serve as the Chairperson of the United States Delegation attending Annual General Assemblies and as Chairperson of the United States Delegation to International Congresses.
- b. Serve as Chief Delegate to meetings of the International Council.
- c. Serve as Chairperson of PIANC USA.
- d. Preside at meetings of the U.S. National Commission.
- e. Supervise the work of the President.

7.02 The President of the U.S. National Commission is the Deputy Commanding General for Civil and Emergency Operations, U.S. Army Corps of Engineers. The President shall:

- a. Act as Chairperson of the U.S. National Commission in the absence of the Chairperson or whenever the Chairperson so directs. (If the President is unavailable, the Chairperson shall designate another Commissioner to serve in this position.)
- b. Supervise the work of the Secretary.

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7.03 Members of the U.S. National Commission shall:

- a. Serve as delegates to Annual General Assemblies and International Congresses.
- b. Provide direction to PIANC USA in the accomplishment of missions prescribed in Article I.
- c. Actively support the Association, promote membership, assist with technical meetings, and have oversight responsibility for a functional area of PIANC USA.
- d. Assure that provisions of the Rules and Regulations are observed with respect to membership, elections, selection of delegates, and administration.
- e. Promote the value and participation in the De Paepe-Willems Award competition and other PIANC Awards.
- f. Provide articles and information for publication in the PIANC USA Newsletter.

7.04 The Regional Vice Presidents shall:

- a. Organize and administer regional activities as defined and approved by the National Commission and represent the membership of the region before the Commission.
- b. Coordinate all regional activities including designation of the host organization and planning of the annual conference in his/her region
- c. Report on regional activities to the National Commission.
- d. Promote membership in the region.
- e. Seek greater involvement of the private sector, universities, and state and local government organizations in PIANC.
- f. Organize regional seminars and other programs and activities for benefit of the membership.
- g. Assist Principal U.S. Representatives to InCom, MarCom, EnviCom, RecCom, CoCom, YPCom, and special commissions in administering the involvement of the regional membership in international working groups and study commissions, and other national and international activities as appropriate.

7.05 The Secretary shall:

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- a. Maintain all records of PIANC USA and prepare all official correspondence.
- b. Administer all matters pertaining to membership.
- c. Certify vouchers for disbursement of appropriated funds for the annual subvention and other expenditures, and maintain accounts, in accordance with the directives of the U.S. National Commission and under the supervision of the President .
- d. Maintain liaison with the U.S. National Commission
- e. Execute directives of the U.S. National Commission with respect to dissemination of information and publication or exchange of technical papers to members of PIANC USA or member countries of PIANC.
- f. Maintain liaison with Principal U.S. representatives to InCom, MarCom, EnviCom, RecCom, CoCom, and YPCom.
- g. Maintain liaison with the Secretary General of PIANC and conduct the business of PIANC USA with PIANC HQ, except as otherwise prescribed by the Chairperson, or as otherwise indicated in these Rules and Regulations.
- h. Coordinate visits by members of PIANC from other countries.

7.06 The Treasurer shall be a volunteer member of PIANC USA who is not an employee of the U.S. Government. The Treasurer shall:

- a. Administer the non-appropriated funds of PIANC USA, including preparing a budget.
- b. Certify vouchers, sign contracts, and disburse non-appropriated funds, and maintain accounts, in the checking account and Reserve Fund of PIANC USA in accordance with the directives of the U.S. National Commission.
- c. Maintain the financial records of the final accounts of PIANC USA and be responsible for all non-appropriated revenue and disbursements.

Article VIII - Official Delegates to Annual General Assemblies and International Congresses

8.01 The Chairperson of the U.S. National Commission shall be the Chairperson of the United States Delegation at Annual General Assemblies and at International Congresses. If unable to attend, the President, or other Commissioner, may be designated by the Chairperson.

8.02 Official delegates of the United States to the International Congresses and Annual General Assemblies shall include the eleven members of the National Commission.

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8.03 The number of official United States delegates shall not exceed eleven (11).

8.04 The expenses of the official delegates paid by Department of the Army funds shall be in accordance with applicable U.S. laws and regulations of the Department of the Army and Department of Defense. Funds of the Department of the Army will be expended only for official PIANC activities; activities for the personal benefit of the member or spouse or others who may be accompanying a PIANC delegate or official will be the personal responsibility of the delegate; Department of the Army funds expended in conjunction with PIANC activities which are for the benefit of spouses accompanying U.S. delegates or officials must be approved in accordance with Army Regulations. Furthermore, U.S. delegates are not authorized to participate at government expense on special tours or other PIANC related entertainment, excursions, or similar activities before or after the conclusion of official PIANC meetings.

8.05 Honorary members of PIANC International also may attend AGA meetings at their own expense. No U.S. Government funds are authorized to be expended for any expenses associated with honorary members attending AGA meetings solely on the basis of their honorary membership. Honorary members are not members of the official U.S. delegation based solely on their honorary status.

Article IX - Duties of Official U.S. Delegates

9.01 The Chairperson of the United States Delegation to an AGA or International Congress shall be the Chief Delegate for the United States and shall express, when appropriate, the position of the Delegation on matters which are under consideration by the Congress. In establishing the Delegation's position, the Chairperson shall conform to Department of the Army and Department of Defense, directives, instructions, and regulations, and shall consult with the other members of the delegation.

9.02 Delegates to Annual General Assemblies shall vote through the Chief Delegate for PIANC USA on all questions before the meeting. Upon completion of the annual meeting, the Secretary will prepare a report on the decisions reached at the meeting and such other reports as are required and forward such reports to the Assistant Secretary of the Army (Civil Works).

9.03 All positions of the U.S. Delegation involving significant PIANC actions must receive the prior approval of the Assistant Secretary of the Army (Civil Works). Significant actions include, but are not limited to, establishment of special committees or commissions; selection of the place for future meetings of the International Congress or the Annual General Assembly; nomination, election, and appointment of officers; and U.S. proposals concerning the agenda.

Article X - Offices of the International PIANC Organization

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10.01 Any member of PIANC USA elected or appointed to a position on the Executive Committee of PIANC or other international PIANC office (including, but not limited to, Office of the International Vice President, Chairperson of the Finance or PIANC HQ advised committees, international study commissions or joint subcommittees), shall be directly responsible to the Assistant Secretary of the Army (Civil Works) in discharging his/her duties related to PIANC. Prior approval by the Assistant Secretary of the Army (Civil Works) is required before any U.S. Department of the Army employee accepts appointment or election to such a position.

10.02 All official positions of the United States Government expressed by United States Delegates in the course of discharging their duties as PIANC International Officials or as official U.S. Delegates at meetings of the International Congress, International Council, or Annual General Assembly, must be approved in advance by the Assistant Secretary of the Army (Civil Works).

Article XI - Coordination of PIANC USA Activities and Correspondence

11.01 Coordination of PIANC USA activities within the Department of Defense shall be performed by the Office of the Assistant Secretary of the Army (Civil Works). The Assistant for Intergovernmental, Interagency and International Affairs will be the personal representative of, and principal point of contact regarding PIANC matters for the Assistant Secretary of the Army (Civil Works), and will be responsible for assisting in the coordination of PIANC USA activities. In order to ensure complete compliance with relevant Federal regulations and instructions, the Office of the Assistant Secretary of the Army (Civil Works) will direct and manage PIANC USA's contacts and relations with foreign governments and U.S. embassies overseas.

11.02 Unless otherwise indicated by the Assistant Secretary of the Army (Civil Works), the following written correspondence of PIANC USA will be signed by the Assistant Secretary of the Army (Civil Works):

- a. Correspondence with U.S. Military Attaches, U.S. Embassies, and other U.S. Foreign Missions.
- b. Correspondence with the Department of Defense, or other U.S. Government Agencies.
- c. Correspondence involving the nomination, election, or appointment of U.S. National Commissioners or other U.S. or International PIANC officials or delegates, except for Working Group members, which are appointed by the Secretary of PIANC USA.
- d. Correspondence with PIANC Secretariat involving significant actions.
- e. Other correspondence involving significant matters, as specified by the Assistant Secretary of the Army (Civil Works).

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11.03 Any activity of PIANC USA which may involve major navigational or law of sea issues must be coordinated with the Department of State through the Office of the Assistant Secretary of the Army (Civil Works).

Article XII – PIANC USA Representation by Persons Other than U.S. Government Employees

12.01 These Rules and Regulations provide for the participation of persons other than U.S. Government employees as Commissioners, Delegates, and members of committees and working groups, provided that such participation does not violate existing conflict of interest laws and is fully consistent with all other U.S. laws and applicable regulations and procedures.

Article XIII - Funds

13.01 Funds related to the support of PIANC and PIANC USA shall be of two classes:

a. Appropriated funds. Funds appropriated by Congress shall be administered as directed under applicable U.S. laws and regulations.

b. Non-appropriated funds.

(1) PIANC USA shall maintain a checking account and a Reserve Fund consisting of contributions and membership fees. This fund shall be administered by the Treasurer of PIANC USA for payment to the General Secretariat of International membership fees, promotion of membership, meetings sponsored by PIANC USA, dissemination of information, the publication or exchange of technical information for the benefit of its members or those of member countries or PIANC, and for other proper expenditures.

(2) Requests to the Treasurer for the use of non-appropriated funds shall be limited to the following:

Chairperson	Unrestricted
President	Unrestricted
Secretary	\$30,000 or less

13.02 Separate accounts shall be kept for each class of funds.

Article XIV - Amendments

14.01 Amendments to these Rules and Regulations may only be made by the Assistant Secretary of the Army (Civil Works). The U.S. National Commission may propose amendments to the Assistant Secretary of the Army (Civil Works) at any time provided such proposed amendments are approved by a majority of the members of the U.S. National Commission.

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APPENDIX A PIANC Regions

Central Region

Alabama
Arkansas
Illinois
Indiana
Iowa
Kansas
Kentucky
Louisiana
Michigan
Minnesota
Mississippi
Missouri
Nebraska
Ohio
Oklahoma
Tennessee
Texas
West Virginia
Wisconsin

Western Region

Alaska
Arizona
California
Colorado
Hawaii
Idaho
Montana
Nevada
New Mexico
North Dakota
Oregon
South Dakota
Utah
Washington
Wyoming

Eastern Region

Connecticut
Delaware
Florida
Georgia
Maine
Maryland
Massachusetts
New Hampshire
New Jersey
New York
North Carolina
Pennsylvania
Puerto Rico
Rhode Island
South Carolina
Vermont
Virginia
Washington, DC

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APPENDIX B PIANC USA Commissioner Emeritus Program

This Program is designed to:

- Retain institutional knowledge of former National Commissioners
- Maintain contacts at the regional/national/international level
- Provide support for PIANC USA activities
- Provide recognition for significant contributions

Program Requirements:

- Candidate must have served at least four years as a U.S. National Commissioner
- Candidate will be selected for consideration based on individual contributions during term of office:
 1. Length of Service as Commissioner
 2. Attendance and Active Participation in Formal Meetings (National or International)
 3. Technical Contributions in the Form of Papers
 4. Participation in Working Groups
 5. Technical Presentations
 6. Other Significant Contributions

Nomination/Approval Procedures:

- Candidate may be nominated by any member of the U.S. National Commission
- Candidate may not be nominated while serving on the U.S. Commission
- Nomination, with appropriate documentation, will be submitted to the Secretary
- Nomination must be approved by a majority vote of the serving U.S. Commission
- Vote of the Commission will be made by secret ballot either by mail or electronic mail, or during a meeting of the U.S. Commission

Benefits to the Candidate:

- Lifetime membership in PIANC USA without charge after retirement from active employment (for members who have maintained continuous membership in PIANC)
- Invitation to fill vacancies on the U.S. delegation when requested by the President of PIANC USA
- Will receive minutes of the AGA meetings, Congresses, etc.
- Will receive an appropriate certificate
- Will receive information relative to plans, agenda, etc., for PIANC Congresses, PIANC USA Annual Meetings, etc.
- Will be given the opportunity to review and comment on PIANC USA Goals and Objectives as they are revised/changed.

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APPENDIX C Duties and Responsibilities of Principal U.S. Representatives to the Technical Commissions

A. Duties and Responsibilities of Principal U.S. Representatives to InCom, MarCom, EnviCom, and RecCom

1. Attend meetings of the Technical Commission. Notify the Office of PIANC USA about plans to attend a meeting. Following the meeting submit a written report to the Secretary of PIANC USA. The report should summarize the meeting and note action items for which PIANC USA is responsible.
2. Recommend subjects for study by working groups and international study commissions.
3. In consultation with other Technical Commission representatives, evaluate the terms of reference proposed for new working groups.
4. When a working group is proposed by the U.S., the representative is responsible for seeing that it is promptly and accurately presented to the Commission and guide the terms of reference through the approval process.
5. Gather information that may be needed to revise the proposed terms of reference.
6. Determine that the terms of reference reflect the interests of PIANC USA.
7. Serve as monitor to a working group. Make a report on the status of the working group at meetings of the Technical Commission. Provide guidance to chairperson of the working group concerning content of report, technical information or problems of scheduling.
8. Review draft working group reports, if requested to do so.
9. Maintain contact with U.S. chairmen of working groups, offering assistance with problems which are appropriate to bring up at meetings of the Technical Commission. Problems may include lack of cooperation from a representative of another country as well as poor performance on the part of a U.S. representative.
10. Assist with selection of a member(s) of PIANC USA to serve as a working group representative. Assist with formation of a sub-committee to work with the U.S. representative.
11. Provide other assistance when requested by the Secretary of PIANC USA or the Chairperson of the Technical Commission.

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12. Make a report on activities of the Technical Commission at the semi-annual meetings of the U.S. Commission. The report shall be submitted in writing and may be presented verbally if the representative wishes to attend the Commission meeting at his/her own expense.

13. When necessary coordinate work with other Commissions.

B. Cooperation Commission (CoCom)

The Cooperation Commission (CoCom) is responsible for establishing and promoting technical cooperation between the nations in the areas of ocean and waterways navigation. Specifically the emphasis is on exchange of information and technical assistance to the developing countries.

Duties and Responsibilities of the Principal U.S. Representative and the Alternate Representative

1. Attend meetings of the CoCom. Notify the Office of PIANC USA about plans to attend a meeting. Following the meeting submit a written report to the Secretary of PIANC USA. The report should summarize the meeting and note action items for which PIANC USA is responsible.
2. Formulate activities of the CoCom for technical assistance to the developing countries.
3. Determine that these activities reflect the interest of PIANC USA.
4. Gather information that may be needed to support the CoCom activity in the U.S. and overseas.
5. Assist in the preparation and participate in the seminars and workshops organized by the CoCom.
6. Assist in enrollment of professionals from the developing countries to the PIANC activities.
7. Assist in preparation of the CoCom session at PIANC USA Conferences.
8. Maintain contacts with international organizations working for the benefits of developing nations, such as the World Bank, Asian Bank, European Bank, InterAmerican Bank, United Nations, and Organization of American States Inter-American Committee on Ports, American Association of Port Authorities, Latin American and Caribbean Delegation.

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9. Assist professionals from developing countries to obtain access to U.S. sources of technical information, organizations and individual experts.
10. Assist U.S. public and private interests to receive professional contacts overseas.
11. Following meetings of the CoCom, the U.S. Representative submits a report to the Secretary of PIANC USA which summarizes the meeting and points out information of interest to PIANC USA.
12. Make a report on activities of the CoCom at the semi-annual meetings of the U.S. Commission. The report shall be submitted in writing and may be presented verbally if the representative wishes to attend the Commission meeting at his/her own expense.
13. When necessary coordinate work with other PIANC HQ Commissions.

C. Commission on Young Professionals (YPCom)

Commission on Young Professionals is responsible for establishing and promoting technical cooperation between PIANC to encourage the exchange and development of young professionals in the area of navigation related engineering and technical development.

Duties and Responsibilities of the Principal U.S. Representative and the Alternate Representative

1. Attend meetings of the YPCom. Notify the Office of PIANC USA about plans to attend a meeting. Following the meeting submit a written report to the Secretary of PIANC USA. The report should summarize the meeting and note action items for which PIANC USA is responsible.
2. Assist with selection of a member(s) of PIANC USA to serve as a YPCom working group representative. Assist with formation of a sub-committee to work with the U.S. representative.
3. Provide other assistance when requested by the Secretary of PIANC USA or the Chairperson of YPCom.
4. Following meetings of the YPCom, the U.S. Representative submits a report to the Secretary which summarizes the meeting and points out information of interest to PIANC USA.
5. Make report on activities of the YPCom at the semi-annual meetings of the U.S. Commission. The report shall be submitted in writing and may be presented verbally if the representative wishes to attend the Commission meeting at his/her own expense.
6. When necessary coordinate work with other PIANC HQ Commissions.

Appendix D PIANC Fellow Program

PIANC Fellows are members of the Association who have attained acknowledged eminence in the field of maritime and inland navigation as it relates to ports, waterways, and/or the environment. Fellows have made significant technical or professional contributions to the work of PIANC and have demonstrated notable long-term achievements.

The grade of Fellow recognizes unusual distinction in the Association and shall be conferred by the National Commission upon a person with an extraordinary record of accomplishments in PIANC's areas of interest. The accomplishments that are being honored shall have contributed importantly to the advancement or application of the sustainable development of waterborne transport, bringing the realization of significant value to the Association. PIANC Fellows are entitled to a lifetime membership, including all the rights and privileges of the Association.

Candidate Requirements: Nominees for the designation of "PIANC Fellow" must be members of PIANC USA who have made outstanding and long-term contributions to the mission of the association by presenting papers, participating in working groups, commissions, or other specific activities in support of PIANC.

Nomination/Approval Procedures: A candidate for the grade of Fellow must be nominated by one Fellow and one Member on an approved form. Nominations will be reviewed by the National Commission.

The National Commission in its evaluation of a nominee's qualifications depends upon the statement of the Initiators and the supporting letters of the Sponsors. Proper completion of the nomination form is necessary for a timely review and approval or disapproval. The sponsors' letters should avoid repetition of the information contained in the Nomination form and rather should state, based on their personal knowledge, as to how the contribution of the candidate has benefited PIANC and the navigation industry.

More details and an electronic Nomination form are available at the website <http://www.pianc.us>