

ENGLISH

Dear International Board,

Attached is the call for the XXX Virtual General Assembly on 21-30 March 2021 in 4 official languages along with credential form and registration forms and instruction to access online registration (English version was distributed on 25 Feb 2021).

- **The Virtual General Assembly will include 8 sessions. Each session will be held during 14:00 hrs - 16:30 hrs UTC (GMT)**
- Online registration is already open at www.bpw-international.org/BPW-GA-Registration (Please make sure you create a new account and activate your account before you log in to register).
- The deadline to submit credential forms and register delegates and observers to attend is **7 March 2021**

More update information will be posted on www.bpw-international.org.
For other inquiries, please contact BPW-GA-Admin@googlegroups.com

ITALIAN

Caro Consiglio Internazionale,

In allegato trovate la convocazione della XXX Assemblea Generale Virtuale del 21-30 marzo 2021 in 4 lingue ufficiali insieme al modulo delle credenziali e ai moduli di registrazione e le istruzioni per accedere alla registrazione online (la versione inglese è stata distribuita il 25 febbraio 2021).

- **L'Assemblea Generale Virtuale comprenderà 8 sessioni. Ogni sessione si terrà dalle 14:00 alle 16:30 UTC (GMT).**
- La registrazione online è già aperta su www.bpw-international.org/BPW-GA-Registration (Assicuratevi di creare un nuovo account e di attivare il vostro account prima di accedere alla registrazione).
- La scadenza per presentare i moduli delle credenziali e registrare i delegati e gli osservatori per partecipare è il **7 marzo 2021**.

Ulteriori informazioni di aggiornamento saranno pubblicate su www.bpw-international.org.

Per altre richieste, si prega di contattare BPW-GA-Admin@googlegroups.com

SPANISH

Estimada Junta Internacional,

Adjuntamos la convocatoria de la XXX Asamblea General Virtual del 21 al 30 de marzo de 2021 en 4 idiomas oficiales junto con el formulario de credenciales y los formularios de

inscripción y las instrucciones para acceder a la inscripción en línea (la versión en inglés se distribuyó el 25 de febrero de 2021).

- **La Asamblea General Virtual incluirá 8 sesiones. Cada sesión se celebrará entre las 14:00 y las 16:30 horas UTC (GMT).**
- La inscripción en línea ya está abierta en www.bpw-international.org/BPW-GA-Registration (Por favor, asegúrese de crear una nueva cuenta y activarla antes de entrar a registrarse).
- La fecha límite para enviar los formularios de credenciales e inscribir a los delegados y observadores para asistir es el **7 de marzo de 2021**.

Se publicará más información actualizada en www.bpw-international.org.

Para otras consultas, póngase en contacto con BPW-GA-Admin@googlegroups.com

FRENCH

Cher Conseil international,

Vous trouverez ci-joint l'appel à la XXXe Assemblée générale virtuelle du 21 au 30 mars 2021 dans 4 langues officielles ainsi que le formulaire d'accréditation et les formulaires d'inscription et les instructions pour accéder à l'inscription en ligne (la version anglaise a été distribuée le 25 février 2021).

- **L'Assemblée générale virtuelle comprendra 8 sessions. Chaque session aura lieu entre 14h00 et 16h30 UTC (GMT)**
- L'inscription en ligne est déjà ouverte sur www.bpw-international.org/BPW-GA-Registration (Veuillez vous assurer de créer un nouveau compte et d'activer votre compte avant de vous connecter pour vous inscrire).
- La date limite pour soumettre les formulaires d'accréditation et inscrire les délégués et observateurs est fixée au **7 mars 2021**.

De plus amples informations sur les mises à jour seront publiées sur www.bpw-international.org.

Pour toute autre demande, veuillez contacter BPW-GA-Admin@googlegroups.com.

THE XXX BPW INTERNATIONAL VIRTUAL GENERAL ASSEMBLY 21-30 MARCH 2021

1. VIRTUAL GENERAL ASSEMBLY 2021

According to Constitution R10.1 the General Assembly is the meeting of

- the voting delegates from each Affiliate Federation
- one voting delegate from each country with Affiliate Clubs
- the members of the Executive
- Past International Presidents
- Standing Committee Chairpersons ^[L]_[SEP]

(There are no Standing Committee chairpersons this triennium, they are not a part of Virtual General Assembly 2021)

As the XXX General Assembly (GA) was postponed from August 2020 due to Covid-19 pandemic, so BPW affiliates that are financial (up-to-date with International dues) as of the year 2020 are eligible to submit names of delegates and alternate delegates to attend this Virtual General Assembly.

As BPW affiliates are located globally in all time zones, online voting will be held via a secure web-based voting platform. Voting delegates will be given at least 24 hours to vote per each batch.

There will be 2 International Board meetings, one before and one after, the XXX Virtual GA.

The voting delegates for the International Board during January-March 2021 will be the same as those accredited to vote in the year 2020.

2. CREDENTIALS

- Credential form should be submitted prior to registration (or at the same time) as it specifies who can register as delegates and alternate delegates.
BPW affiliates that are financial with BPW International dues **of the year 2020** are eligible to submit "Credential Form" (see attached file) to specify names of voting delegates and alternate delegates to attend Virtual General Assembly.
- Total number of voting / alternate delegates allowed are determined as follows:

National Federations	500 or fewer paid members	3 delegates
	501 - 1000 paid members	4 delegates
	1001 - 2000 paid members	5 delegates
	2001 - 3000 paid members	6 delegates
	and 1 additional delegate for every additional 3,000 members up to a maximum of 15 delegates ^[L] _[SEP]	
Affiliate Clubs	Each country is entitled to 1 delegate.	
Each of the above are entitled to equal number of alternate delegate		

- Credential forms should be submitted to presidents.office@bpw-international.org no later than 7 March 2021.

Tentative Schedule and On-line Voting

(Last update 25 February 2021)

International Board Meeting		
14 March 2021	Pre-General Assembly International Board Meeting	
15-18 March 2021		Vote of International Board
General Assembly		
21 March 2021	First GA session	Vote Batch #1: Reports
22 March 2021	Second GA sessions	
23 March 2021	Third GA session	Vote Batch #2: Vote on matters debated during 22-23 March
24 March 2021	Fourth GA session	
25 March 2021	Fifth GA session	Vote Batch #3 Vote on matters debated on 24-25 March
26 March 2021	Sixth GA session	
27 March 2021		Vote Batch #4 Vote on matters debated on 26 March
28 March 2021	Seventh GA session	
29 March 2021		Vote Batch #5 Election of executive (*) Election of standing committee chairs (**) and budget (***)
30 March 2021	Eight GA session	
International Board Meeting		
31 March 2021	Post -General Assembly International Board Meeting	Vote of International Board

(*) Election of the International President will be held prior to the election of the executive.

(**) Election of Standing Committee Chairs are dependent upon the prior vote result on resolution which will determine whether they will be retained or removed.

(***) Budget has to be voted on last as prior vote results can have financial impact.

3. REGISTRATION

- **Register Online:** www.bpw-international.org/BPW-GA-registration
- **Registration Forms:**

Both Individual registration forms and Group registration forms (see attached files) can be downloaded from BPW International website. The forms are for those who want to pay via bank transfer.

Registration forms for delegates and alternate delegates need to be verified that their names agree with those that appear on previously submitted Credential forms for each member country. So it is advised that Credential forms are either submitted at the same time with Group Registration form or after submission of Credential form.

Registration forms can be e-mailed to BPW-GA-Admin@googlegroups.com between 25 February - **7 March 2021**.

- **Registration time:**

Registration opens: 25 February 2021 (via e-mail)

26 February 2021 (online)

Registration closes: 7 March 2021

- **Registration Fees:**

Delegates and Alternate Delegates (BPW members) 80 Euros

- Can attend and speak at Virtual GA
- Can observe Pre-and Post-GA International Board meetings via Live broadcast

Observers 20 Euros

- Can observe Virtual GA via Live Broadcast.

Note:

(i) **Registrant's email must be UNIQUE**, not a duplicate of any other registrants.

(ii) Names of delegates and alternate delegates **MUST** correspond to the names that appear on the credential form from each member country. For more details, please see "Credential Form" and "Registration forms".

(iii) BPW International reserves the right to determine the eligibility of registrants.

• **Registration payment:**

o **Pay by credit card:**

- Register online via www.bpw-international.org/BPW-GA-registration

o **Pay by bank transfer:**

- Fill out the attached individual registration form or Group registration form.
- Send the Registration forms and proof of payment to BPW-GA-Admin@googlegroups.com
- Fully registered and paid participants will receive email confirmation.

Regardless of the registration payment method, each registrant will be verified whether she is from a BPW affiliate and is financial as of the year 2020 and her name also appears in the signed credential form of that BPW affiliate.

4. ACCESSING THE VIRTUAL MEETING PLATFORMS

- A unique link to access the Virtual General Assembly platform will be sent to paid delegates and observers at least 1 (one) week prior to the beginning of the General Assembly. The link will be unique for each person and can be used from 1 device only. Such a link will be used to access all 8 sessions for the Virtual General Assembly.
- Unique links to access the Pre-GA and the Post-GA International Board meetings will also be sent to the voting delegates of the International Board separately.

5. VOTING

- *All voting Delegates for the Virtual General Assembly must be registered as Delegates and their names must appear in the signed "Credential form" as Voting delegates from BPW affiliates, which are financial (paid dues for 2020 as of 7 March 2021.*
- Voting platform for the Virtual General Assembly:

Voting at the General Assembly will be conducted via a secure web-based online voting system for the General Assembly. The link to this platform will be announced by mid March 2021.

Voting will be divided into batches. Voting delegates will have at least 24 hours to vote for each batch in order to accommodate voters from different time zones.

- Voting platform for the International Board (January – March 2021)

This voting platform will be located at www.bpw-international.org/online-voting

Voting delegates for the International Board are the same as the voters since year 2020. It is not the same group of voters as for the General Assembly and username and password will be different.

6. CONTACT

- Updates on the Virtual XXX BPW International's General Assembly will be displayed on www.bpw-international.org (click the blue button "XXX General Assembly").
- For other inquiries, please send an email to BPW-GA-Admin@googlegroups.com