

### **Rules for applying for formal recognition of Affiliated Committees**

1. Affiliated Committees are defined as groups composed of CHA members (membership in the CHA is encouraged but not required), who share particular areas of interest, who have organized to assist the Program Committee, and who wish to maintain the visibility of their fields at the Annual General Meeting;
2. The CHA encourages each Affiliated Committee to organize a session at the Annual Meeting, to contribute items of interest to the *Bulletin*, and to hold a business meeting once a year during the Annual General Meeting. Space is provided for business meetings and the websites of Affiliated Committees may be hosted by the CHA and linked to the CHA website.
3. The CHA requests that groups applying for Affiliated Committee status to establish an ongoing relationship with the Affiliated Committee Representative on Council before applying for formal recognition.
4. To apply for formal recognition as an Affiliated Committee, the group must present to the CHA Council their terms of reference and a list of trustworthy officers.
5. Each Affiliated Committee is responsible for electing its own executive officers;
  - a) Council has no control over the internal operation of the Affiliated Committees, nor do Committees perform any functions directly related to the concerns of Council;
  - b) The CHA does not normally support Affiliated Committees financially and currently charges no fees for affiliation;
  - c) The CHA encourages Affiliated Committees to take advantage of the *Bulletin* and the website for the announcement of conferences, workshops or other items of interest.