

C-3 Guidelines for Hosting a Technical Commission

The Member organization willing to host a Technical Commission should pay attention to the following items :

1. The responsibilities and the main tasks of a Technical Commission are well defined in the Statute XIII and Bylaw XIII of the ISPRS.
2. The Member organization will have complete financial responsibility for all expenses caused by the work of the Commission. Before submitting an application to the Society for a Commission the Member must ensure that the necessary resources are available.
3. Members wishing to host a Technical Commission for the next four-year period should submit an application to the Secretary General. This should contain the name of the proposed Commission President and a provisional plan for financial arrangements.
4. A Commission President should be able to spend a considerable part of his time on Commission work especially during the months prior to the symposium and the next congress. The tasks of Commission Secretary should be undertaken by a person who can work in close co-operation with the Commission President.
5. It is essential that the Commission Board is provided with English speaking secretarial assistance. About 30% of the secretary's time will be needed for Commission affairs.
6. Technical Commissions are expected to host a Symposium normally in the second year between Congresses. The subject matter should be related to the field of the Commission. The member organization must accept full responsibility for the financing of the symposium.
Registration fees may be charged as appropriate. A technical exhibit may be arranged, preferably within the scope of the Commission, although exhibitors generally prefer to exhibit at the quadrennial Congress of the Society.
7. Separate technical meetings of Working Groups may be held at the convenience of the Chairman and with the approval of the Commission President.
8. Commission Presidents must be free to undertake international travel. They will be expected to attend meetings with the Council of the Society 3 times between Congresses. Also it may be necessary to hold meetings of Working Group Chairmen, at least before the symposium. All travel expenses of the Commission President must be financed by the home country.
9. ISPRS Council Members, Chairman of Financial Commission and Editor of Photogrammetria are entitled to register at Commission Symposia and Working group meetings free of charge.
10. One of the Technical Commissions is expected to invite Council to hold a meeting in conjunction with the symposium. This meeting normally has a duration of three days. On one of these days the 7 Technical Commission Presidents (and Secretaries) will join Council. The joint session takes place preferably during the symposium.
11. Technical Commission Presidents are delegates of General Assembly and IUSM. This General Assembly convenes approximately every 4 years. Technical Commission Presidents are expected to attend these meetings.