

Guidelines on Eurachem membership

Introduction

The criteria for membership of Eurachem are set out in the Eurachem MoU as follows:

“1.4.1 Full Membership of EURACHEM is open to countries within the European Union and the European Free Trade Association, the European Commission, European countries recognised by the EU and EFTA as accession states, and European countries having an Association Agreement with the European Union.”

“1.4.2 EURACHEM Associate Membership is open to other European countries with a good analytical chemical infrastructure, or countries near to Europe who have strong economic relations with Europe and who have a good analytical chemical infrastructure.”

“1.4.4 The General Assembly may, subject to criteria agreed in accordance with Section 1.8, confer Full Membership on an Associate Member which has made a substantial and sustained contribution to the work of Eurachem.”

The MoU also states the requirement for national Eurachem networks:

“1.5 Countries applying for Full and Associate Membership should have established a national EURACHEM network and should fulfil minimum criteria established in accordance with the procedures laid down in Section 1.8.”

A list of current member countries and their national representatives is maintained on the Eurachem website. This paper provides guidance on the criteria for membership, the nature of national Eurachem networks and the process of applying for membership.

Membership criteria

Full membership

The requirements for full member status are set out in clause 1.4.1 of the MoU. “Accession states” are countries who have signed a Treaty of Accession with the EU member states.¹ European countries having an Association Agreement with the European Union are listed at reference 2.

Associate membership

The requirements for associate member status are set out in clause 1.4.2 of the MoU. “Other European countries” is interpreted as meaning countries recognised by the EU as being within Europe, including EU candidate countries.¹ Applications from other countries (i.e. countries “near to Europe” as mentioned in the MoU) will be considered on a case by case basis, taking into account the strength of economic relations with Europe and the status of the analytical measurement infrastructure.

Requirement for a national Eurachem network

As stated in clause 1.5 of the MoU, all countries applying for membership should have established a national Eurachem network. The purpose of the national networks is to support the dissemination of Eurachem’s aims and outputs beyond the Eurachem national representatives. Membership of

¹ https://europa.eu/european-union/about-eu/countries_en

² https://ec.europa.eu/trade/policy/countries-and-regions/negotiations-and-agreements/index_en.htm

Eurachem is intended to be of benefit to the analytical communities within member states and the national networks play a fundamental role in achieving this. A national network can take a number of forms including (but not limited to): a national Eurachem network established explicitly for the purpose; an existing national association or organisation which expands its remit to cover Eurachem activities; a committee/sub-committee under the auspices of an existing organisation such as a national chemical society.

The nature of the national network should be described in the membership application.

Application process

Applications for membership should be made in writing to the Eurachem secretariat. Membership is granted to the national Eurachem network rather than to an individual person or laboratory. It is therefore essential that any membership application includes details of the nature and structure of the national network. Evidence to support the application could include information on previous activities in line with Eurachem's aims, letter(s) of support from the national measurement institute, national chemical society or other authoritative body, or articles of association of a legal entity with the same aims as Eurachem. The application should also include contact details for the submission of invoices for the membership fee (details of membership fees are available from the secretariat).

In addition, applications for associate membership should provide information on the current status of the analytical measurement infrastructure. This could include information on how metrology is implemented, evidence of the status of laboratory accreditation or the intention to promote accreditation in analytical chemistry, or confirmation of the presence of chemical experts within the national accreditation body.

Membership applications are reviewed by the Executive Committee. Subject to meeting the membership criteria outlined in the MoU, applications are submitted to the General Assembly for approval, according to the voting criteria set out in clause 1.11 of the MoU. Once membership has been approved, membership is confirmed when the member organisation has signed the MoU. The member organisation will be provided with two copies of the MoU signed by the Eurachem Chair. The member organisation should arrange for both copies to be signed and return one copy to the Eurachem secretariat.

Grants of Full Membership to Associate Members

The MoU makes provision for the General Assembly to confer Full Membership on an Associate Member. Any Full Member of the General Assembly may propose that an existing Associate Member organisation be granted the status of Full Member, provided the following criteria are met:

- The member shall have been a Full or Associate member of Eurachem for a minimum of ten full calendar years prior to application for exceptional Full membership under clause 1.4.4 of the MoU;
- Applications or proposals for change of membership status are made in writing to the Secretariat;
- Applications or proposals include evidence of sustained and substantial commitment to Eurachem work, which should include regular participation in the Eurachem General Assembly and sustained participation in Eurachem working groups.

A minimum of 30 days' notice shall be given of any proposal to appoint an Associate Member to Full Membership, such notice to include the evidence provided on application. At the sole discretion of the Executive, voting may proceed by correspondence or by electronic means. Appointment to Full Membership shall require the approval of two thirds of the Full Members of the General Assembly.

Full Membership that has been conferred by the General Assembly on an Associate Member that is not otherwise eligible for Full Membership may be withdrawn by the General Assembly subject to: i) a minimum of 30 days' notice to the Member affected of any vote; ii) right of the Member to appear

at the General Assembly meeting considering the proposal and iii) support of two thirds of other Full Members for withdrawing Full Membership.

Changes in membership due to changes in eligibility

The following provisions apply in the event of changes in eligibility for Full Membership:

- Full Membership shall revert to Associate Membership if the criteria for Full Membership set out in clause 1.4.1 of the MoU cease to apply;
- Where an existing Associate Member becomes eligible for Full Membership as a result of their country joining the EU³ or EFTA, or entering into an Association Agreement with the European Union, Full Membership shall be granted on a provisional basis from the date of becoming eligible for Full Membership, and shall be subject to confirmation by a majority of GA members present at the following General Assembly.

³ Including change in status equivalent to becoming an ‘accession state’ as defined in the MOU