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# WATER SUPPLY AND SANITATION COLLABORATIVE COUNCIL

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## **Annex 2: WSSCC - Our Members, Membership Policy**

## 1 Membership Goal

WSSCC recognizes the fundamental value of a diverse and engaged membership, and, as such, seeks to serve its members by strengthening and disseminating their voices. With the principle of solidarity at the root of its membership programme, WSSCC unites like-minded individuals and groups from around the world to maximize their collective impact. WSSCC's goal is thus to facilitate dialogue among its membership so as to harness members' combined knowledge and expertise.

WSSCC aims to recruit organizations and individuals who support WSSCC's vision of a world where everybody has sustained water supply and access to quality sanitation and adequate hygiene. By becoming members, individuals and organizations solidify their commitment to a global coalition that supports improved water access, sanitation and hygiene for all. Members are thus part of a global alliance dedicated to collaboration, knowledge sharing and advocacy at various levels.

## 2 WSSCC Membership Benefits

WSSCC strives to create value for its growing membership and the WASH sector more broadly by utilizing the following advantages:

1. We have established relationships with key actors in the sector, Government, civil society and more, spanning across countries and regions.
2. We are part of the international community and, more particularly, we are operating at the heart of an international development setting.
3. We are connected and aware of the situation on the ground through our work at the local level.
4. We seek to capture and represent the views of all those who are committed to our vision by increasing accessibility to all through a cost-free membership.
5. We harness the technical expertise and knowledge of WASH specialists with whom we work with and carry out our work.

In addition to WSSCC's value as an organizational ally, WSSCC members benefit from joining a global movement through which they can gain increased visibility and access to resources vis-à-vis our social media networks, Members' Community, website and newsletter.

Members can:

- Access the exclusive online Members' Community where they can search and connect with other like-minded professionals at the local, national and global levels using the Directory.
- Increase the visibility of their work and raise their profile by sharing experience and knowledge with a large group of like-minded individuals and sector professionals.
- Participate in active discussions on prominent issues in the Members' Community through social media platforms or voice their opinion through surveys and discussion boards.
- Join a global movement by participating in online advocacy campaigns.



- Influence WSSCC's agenda and governance by nominating and standing for election in WSSCC's Steering Committee.
- Receive a regular newsletter full of updates on key achievements and sector information that is relevant to them, such as knowledge, alerts, news and reports.
- Share innovative approaches and best practices in sanitation and hygiene programming that will help others and be showcased in our newsletter and/or shared within our social media network.
- Empower themselves or their organization by collaborating with one of our 16 National Coordinators or other members who can serve as strong allies.

### **3 Membership Eligibility Criteria**

1. Any individual who is an activist or practitioner in the WASH Sector or takes an interest in the water, sanitation and hygiene sector more broadly can become a member.
2. Any organization that is active in the WASH sector or working in a related sector with intersecting objectives. The guidelines for organizational membership registration have not yet been finalized. WSSCC intends to establish a parallel process for organizational membership.
3. All individual members must complete a registration.
4. All members must support WSSCC's Vision and Mission.
5. The WSSCC Secretariat will review the registration application details to determine the appropriate category of membership for individuals.

The WSSCC Secretariat will first undertake a review and classification process of existing partner organizations with whom it has collaborated, or where there is a potential opportunity for future collaboration, before accepting further requests for organizational membership.

### **4 Membership Requirements**

Individuals can register online using the online registration form. Existing partner organizations with which WSSCC has already worked or collaborated will be registered directly as members by the WSSCC Secretariat with one primary contact point per organization identified.

All applicants are required to:

1. Meet the eligibility criteria for membership in Section 3 to the satisfaction of the WSSCC Membership and Database support officer, National Coordinator where relevant, and/or the Secretariat.
2. Give consent to receive e-mail notifications, either through the registration form or in writing, as part of their registration package.
3. For individual members, give consent to sharing first name, last name, organization, city of residence, country of residence, professional affiliation and gender with other members as this data is used in the filtering function of the Members' Directory.



4. For individual members, the Membership Registration form on the WSSCC website must be completed.
5. For organizational members, the following will be requested: a designated staff contact person to liaise with WSSCC when needed; written authorization from the organizational Director, Head or equivalent; an official document outlining the mandate, activities and goals of the organization; and an official reference from an international organization or registered NGO with complete contact details.

## 5 Membership Categories

BROAD CATEGORY	BROAD DESCRIPTION	CRITERIA
<b>INDIVIDUAL MEMBER</b>	An individual who is an activist or practitioner in the WASH Sector or takes an interest in the water supply, sanitation and hygiene sector, and is in solidarity with our mission.	These individuals indicate a willingness to voluntarily contribute to the WSSCC, either through their own work or directly through sharing of experiences and ideas and helping WSSCC improve its work at both the national and global level.
<b>ORGANIZATIONAL MEMBER</b>	An organization that is active in the WASH sector or another sector with intersecting objectives.	<p>These organizations may be involved in the activities of WSSCC’s programmatic work at the national, regional or global level in some cases, or they may indicate a willingness to be part of WSSCC’s collaborative family through contribution of their own knowledge and expertise.</p> <p>These organizations may have a commercial interest in the countries or sector where WSSCC works, a charitable interest, or a corporate social responsibility interest in contributing either financially or in kind to WASH initiatives.</p>

## 6 Membership Management

WSSCC does not mandate annual membership renewal. To affirm a continued interest in WSSCC membership, WSSCC requests that members periodically review and update their online member profiles and contact details. For example, this may include adding details on recent WASH-related initiatives they have participated in. The WSSCC Secretariat will monitor the online Members’ Community and periodically review the activity level and profiles of its members to assess adherence to this membership responsibility.



## **7 Admission of Members**

The WSSCC Secretariat will review applications that have been received, and it reserves the right to call upon its National Coordinators to assist in the initial and ongoing validation and evaluation of the member. In some cases, applicants may be required to provide additional information, or documents, to support their application. This process may prolong the estimated three-week membership application review period. Once an application has been accepted, its status will be changed from submitted to approved in the system.

The admission procedure for individual members is outlined below:

Step 1: Complete the online registration form available on the WSSCC website with notification of submission.

Step 2: Review and processing by WSSCC and, if needed, our National Coordinators. WSSCC aims to complete the review process in approximately three weeks.

Step 3: Receive confirmation of decision through an e-mail and welcome package from the WSSCC Secretariat. If approved, the individual receives a welcome package including a membership certificate, a welcome letter from the WSSCC Chair, key publications, for example the latest National Coordinators report and other pertinent information, such as details on how to login to the online Members' Community to review and update the member profile.

Step 4: Shortly after receiving the welcome package, a SharePoint Members' Community invitation is sent to the new member in a separate e-mail.

Step 5: Application status is changed from submitted to approved.

## **8 Voting and Steering Committee Responsibilities**

Each Voting Member shall:

- a) Be permitted to cast one vote on any item submitted to the Membership for a vote.
- b) Remain anonymous in his/her vote.
- c) Receive an electronic notification with instructions and access to vote.

Individual members can stand for elections in the WSSCC Steering Committee, which is the Governing Body of WSSCC, and nominate and elect a Member. The elections take place in three-year cycles unless the Chair makes an exception. During this process, an individual is first nominated by himself/herself or another member from any region. Only members from the designated region of the nominee may participate in the voting process for a candidate in that region. This means that nominee can only receive votes from members of his/her region. Upon taking up his/her seat as part of the Steering Committee, the successful nominee accepts a core set of responsibilities as listed in the Governance Guidelines.



In addition to the above, all Steering Committee members are individually responsible for representing the WSSCC at meetings at the request of the Chair and representing the views of the constituents who elected or selected him/her to the Steering Committee, as well as reporting to them regularly and thoroughly.

## **9 Termination of Membership**

Membership can be terminated for the following reasons:

- An individual has been found to be inactive
- An individual has more than one membership account registered under his/her name
- An individual is believed to be deceased
- An individual is unresponsive to requests for information from WSSCC
- An individual's e-mail is preventing e-mail communications from being delivered or is no longer valid.