**Institutional Members**

1. The General Assembly may accept as Institutional Members of the Actuarial Association of Europe ("AAE") important institutions that especially concern themselves at the European level with matters of concern to actuaries.
2. Each Institutional Member may appoint a non-voting representative to attend the General Assembly, provided it agrees to invite an observer from the AAE to meetings of its governing body or at other meetings of particular relevance to actuaries. Institutional Members have privileged access, subject to applicable rules, to AAE electronic communications and such other services as appropriate. Institutional Members may participate in the AAE's European Congresses subject to payment of the Congress registration fees.

**Observer Organizations**

1. The General Assembly may grant Observer status to organizations upon acceptance of an invitation by the Chairperson, with the mutual intent of enhancing communications, liaison, exchanges and strategic support. Such invitations may be addressed to public, academic or industry institutions of relevant interest for the global actuarial profession, particularly those active at an European level.
2. Observer organizations may have privileged access, subject to applicable rules, to AAE electronic communications and such other services as appropriate. Observer Organizations may apply to participate in the AAE's European Congresses, subject to payment of the Congress registration fees and acceptance of the application to participate.

Observer Organizations may request to attend the General Assembly or Committee meetings, subject to approval at Chairperson's discretion.

**Attendance at the General Assembly**

1. Only those persons listed in Article 8.6 and 8.7 of the Statutes, AAE Officers and AAE staff, shall be entitled to attend the General Assembly. One representative from each Institutional Member, and such other membership categories as may be permitted by the Statutes, may also attend the General Assembly, but without the right to vote. Other individuals may attend the General Assembly as observers at the invitation of the Chairperson, and such individuals may not participate in the meeting discussions, unless explicitly invited to do so by the Chairperson.
2. The General Assembly may hold in camera sessions, wherein attendance would be restricted to those persons listed in Article 8.7 and 8.7 of the Statutes.

**Attendance at Committee Meetings**

1. Only those persons listed in Article 9.2 and 9.3 of the Statutes, AAE Officers and AAE staff, shall be entitled to attend Committee meetings. One representative from each Institutional Member, and such other membership categories as may be permitted by the Statutes, may also attend Committee meetings, but without the right to vote.
2. Chairpersons of Committees may - from time to time - permit, other individuals to attend and participate as observers at Committee meetings (or the Committee's sub-committee meetings and/or Task Force meetings and/or working group meetings), including staff members of Full Members and other non-actuaries. The AAE secretariat will keep a register for such invitations.
3. Such individuals may request to participate in the meeting discussions, subject to approval at Chairperson's discretion.
4. A Committee may hold in camera sessions, wherein attendance would be restricted to those persons listed in Article 9.2 and 9.3 of the Statutes.

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**Institutional Members**

Institutional Members should be prestigious and important European entities with a significant overlap of interest with the European actuarial profession. Institutional membership should normally be granted only after a number of years working together with the AAE and demonstration of a real interest in AAE activities and views. Since Institutional Members are granted a non-voting seat in the General Assembly, it is to be expected that some equivalent observer status access to the Institutional Member's own governance structures will be granted. Institutional Membership implies a continuing close relationship and should be granted only where such a relationship is possible and actively sought by both partners. There should be a clear alignment of the interests of the possible Institutional Member with the strategic objectives of one or more AAE Committees.

Institutional Members should be organizations which will add credibility to the AAE through having such a close relationship. Their membership fee is as determined by the General Assembly on a case-by-case basis and they meet their own expenses i connection with attending AAE General Assembly and Committee meetings and the European Congress of Actuaries. It is expected there will only be a small number of Institutional Members which are regarded as key partners in achieving the vision of the AAE.

**Observer Organizations**

Observer Organization status may be offered to a wide range of public, academic or industry bodies active in areas of interest to the European actuarial profession, particularly those active at an European level. The intention is that both sides will benefit from better communications, liaison, exchanges and strategic support. Observer Organization status although involving only a relatively low level of commitment, should not be offered lightly and great care should be taken to ensure that association with particular organizations through Observer Organization status does not carry risks to the reputation of the AAE or the European actuarial profession. Although a long relationship is not necessary before granting Observer Organization status, the organization must have been known to the AAE, or to Committees or leaders within the AAE, for a reasonable period, in order to establish reciprocity of interest and to be satisfied that there are no reputational risks likely to result from a more formal relationship.

Observer Organization status must have mutual benefit and have clear advantages for the AAE as a result of the relationship. However, of itself, Observer Organization status does not imply any commitment to pursuing joint activities. In its policy of granting Observer Organization status, the AAE should not display bias towards any type of organization in such a way that the professional objectivity and independence of the views expressed by the AAE is in any way compromised.

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