



POLICY FOR THE GRANTING OF OBSERVER STATUS

1. Purpose

- 1.1. This Policy for the Granting of Observer Status (the Policy) governs the approach of the International Association of Prosecutors (the IAP) to the granting of observer status to the IAP for external organisations or bodies.
- 1.2. For the purposes of this Policy, 'observer status' is defined as a privilege granted by the IAP to a non-member to give them the ability to participate in specified activities of the Association.
- 1.3. For the purposes of this Policy, 'organisation' includes any non-member organisation, association or body.

2. Criteria for the granting of observer status

- 2.1. The Executive Committee may grant observer status to any organisation where the granting of observer status will:
 - i. Advance the objectives of the IAP; or
 - ii. Promote the enhancement of the professional standards of prosecutors; or
 - iii. Facilitate the sharing of expertise, experience, training and capacity building materials.
- 2.2. In considering whether to grant observer status to any organisation, the Executive Committee should have particular regard to:
 - i. The objectives of the organisation;
 - ii. The reason for which the organisation wishes to obtain observer status to the IAP; and
 - iii. The benefits to the IAP that may be derived from the granting of observer status.

3. Procedure

- 3.1. Any organisation who wishes to obtain observer status of the IAP must submit the following information in support of their application to the Secretary-General:
 - i. Expression of Interest, signed by the head of the organisation, to include the reason/s for the application and how the granting of observer status will be of benefit to both the IAP and the organisation;
 - ii. Copy of their Constitution / Charter / founding Statutes / articles of association
 - iii. Description of the objectives of the organisation;
 - iv. Brief description of the structure of the organisation, its officers and its governing body;
 - v. Brief information regarding membership, including number of members and countries of nationality;
 - vi. Copy of their most recent Annual Report;

- vii. Brief details on the sources of their revenue;
 - viii. Brief outline of their main activities, including meetings, conferences, and professional development activities;
 - ix. Confirmation as to whether they hold observer status with any other organisation, body or association;
 - x. Details of their website; and
 - xi. Details of the appropriate liaison contact within their organisation.
- 3.2. Any or all of the above requirements can be waived by the Executive Committee or by the Secretary-General.
 - 3.3. The application should also indicate whether the IAP will be granted reciprocal observer status, if sought, by the organisation.
 - 3.4. The Secretary-General may ask for additional or clarifying information from the organisation.
 - 3.5. Applications and all supporting documents must be submitted in English.
 - 3.6. On receipt of the application, the Secretary-General will forward the application and all supporting documentation and information to the Executive Committee for their consideration.
 - 3.7. Applications must be submitted in full, including any additional information, not less than one month before the next Executive Committee meeting.
 - 3.8. Applications for observer status will be considered by the Executive Committee twice a year, at the Northern Spring Meeting and the Annual Conference Meeting.
 - 3.9. Decisions of the Executive Committee shall be by a simple majority of its members present and voting.

4. Observer status

- 4.1. Following the granting of observer status, the recipient organisation may:
 - i. Apply to attend and participate in IAP Annual and Regional Conferences, on registration and payment of the appropriate fee;
 - ii. Attend and participate in all or part of meetings of the Executive Committee on invitation;
 - iii. Submit articles for consideration for inclusion in the IAP Newsletter or on the IAP website;
 - iv. Receive the IAP Newsletter and Annual Report;
 - v. Invite the IAP to circulate details about training programmes, activities and initiatives that may be of interest and benefit to prosecutors via the IAP platform, on approval by the Secretariat;
 - vi. Apply to attend IAP webinars and training events, subject to confirmation of registration;
 - vii. Participate in the IAP General Meeting;
 - viii. Apply to sit on IAP committees and sub-committees, with consent of the Executive Committee;
 - ix. Enjoy any other such privilege as may be approved by the Executive Committee.

- 4.2. Observer status does not confer a right to vote in relation to any IAP matters or to submit any motions to the Executive Committee or the General Meeting on the organisation, unless express consent to do so is provided.

5. Requirements

- 5.1. The recipient organisation must:
- i. Share its annual report with the IAP every year;
 - ii. Notify the IAP of any fundamental changes to their organisation, structure or objectives;
 - iii. Adhere to any reciprocal arrangements that have been agreed between the IAP and the organisation
 - iv. Strive to make a substantial contribution to the furtherance of the IAP's objectives through its observer status.

6. Discontinuation of observer status

- 6.1. An organisation may discontinue their observer status by providing notice in writing to the Secretary-General at any time.
- 6.2. The Executive Committee may cancel the observer status of an organisation, with or without cause, by providing notice in writing to the head of the organisation.
- 6.3. There is no appeal against a decision by the Executive Committee to end the observer status of an organisation.

7. Miscellaneous

- 7.1. The powers of the Executive Committee as set out in Article 15.5 of the IAP Constitution to invite organisations to be represented by observers at an IAP conference are not affected by this Policy.

Approved by the Executive Committee
April 2025

