



FIAP LIAISON OFFICERS

A. Liaison Officer's Job description

The Liaison Officer is chosen by the Operational Member. The name of the Liaison Officer has to be communicated to the FIAP General Secretary, together with the form L.O. 2014, countersigned by the President of the Operational Member, within 15 days from its appointment.

B. Prerequisites for becoming a L.O.

1. Able to communicate in one of the two official FIAP languages
2. Must have an active email address which is used for all FIAP official correspondence.
3. Must have computer literacy.
4. Having a good knowledge of FIAP and its regulations

C. Tasks of a L.O.

1. Responding within the shortest time possible to correspondence from Members of FIAP's Executive Board and Service Directors.
2. Checking FIAP's website periodically and communicate all news and events to its members, as well as to download new documents issued by FIAP and disseminate them to the concerned members.
3. Raising the awareness of FIAP as an authoritative, international photographic art organization among its members and the authorities within the country, by actively promoting FIAP's activities, Distinctions, events, and Life Cards.
4. Translating the principal FIAP regulations in the language of his own country and possibly publish them on the website of LO's own Federation.
5. Ensuring that all regulations and bylaws of FIAP are properly understood and applied within the country.
6. Assisting and facilitating photographers within the country to apply for FIAP Distinctions, and FIAP Patronages/Auspices, FIAP life cards, FIAP biennials by helping them to complete/verify their applications.
7. Encouraging and supporting participation in, FIAP's activities and events such as Biennials, FIAP World Cup, salons/competitions organized under FIAP's Auspices or Patronages.
8. Participating in all FIAP Congress directly or, sending an official representative or proxy to another OM
9. Sending at least 1 article per year of general interest for publication on FIAP NEWS.
10. Promoting the recognition of the principal magazines of his country by FIAP.
11. Writing an annual report of all the activities done during the year and sending the report to the FIAP General Secretary before the end of December

The LO's performance is subject to review by FIAP's Executive Board. In the event if he/she fails to meet the Board's expectation, or fails to respect the regulations and bylaws of FIAP, the Board reserves the right to ask the OM to substitute the incumbent LO with another person nominated by the Operational Member.