

Terms of Reference for C-EHRN Members

C-EHRN Members are the backbone of the network and fulfil an important role as experts and national or local reference points. C-EHRN Members are organisations and individuals, active in the field of drug use, harm reduction and social inclusion.

Members are based in the countries of the WHO Europe Region. Applicants from outside the region can join the network as supporting members.

C-EHRN Membership requires no fees, but members need to commit themselves to the ideas, the mission statement and the core principles of C-EHRN.

There are no membership fees, but members need to commit themselves to the vision and mission statement and the core principles of C-EHRN by signing a letter of intent.

Membership application procedure

Membership applicants, need to fill in and submit an electronic membership application on the C-EHRN website¹. The organizational membership application requires the signature of the legal representative of the organisation.

Within 7 days, the C-EHRN Office will confirm the receipt of the application and verify the application details, to make sure that they comply with the membership criteria. The application will then be send to the SC for final approval.

The members of the Steering Committee will review and consider the membership application within 14 days p. If a Steering Committee member objects the membership, a specific (online) meeting will be organised to discuss and agree upon the request. C-EHRN Membership needs to approved by qualified majority within the SC.

One month after the receipt of the application, the applicant will be informed by email about the decision of the SC.

Supporting partners must meet the same criteria as C-EHRN members and need to follow the same procedure. In case a membership is denied, the applicant will be informed about the reasons.

Responsibilities of C-EHRN membership

- C-EHRN members provide information about their field of operation and their expertise. Based on that expertise, they can contribute to C-EHRN reporting and monitoring and they communicate and support the Correlation Focal Point in their country.
- C-EHRN members support the dissemination and information, by sharing information from C-EHRN through their own information channels.
- C-EHRN members Provide C-EHRN with relevant information and developments in their country, if requested.

Benefits of C-EHRN membership

- C-EHRN members will be informed regularly about C-EHRN activities, events and relevant developments in the field. This includes as well relevant funding opportunities, grants, scholarships and calls for proposals as well.
- C-EHRN members can request C-EHRN support in the development and the implementation of relevant activities. C-EHRN can provide support in the field of capacity building and advocacy. Specific requests for information and cooperation will be shared among members to ensure transfer of knowledge and collaboration between members.
- C-EHRN members are encouraged to participate in C-EHRN projects and funding applications, certain C-EHRN activities and expert groups, due to their specific knowledge and experience.
- C-EHRN members can contribute to C-EHRN activities, projects and publications.

¹ <https://www.surveymonkey.com/r/c-ehrn2020app>

- C-EHRN members can receive C-EHRN information material (info sheets, folder) in their own language on request (e.g. certain info sheets, folders).
- C-EHRN members get a discount for all C-EHRN events, including conferences, seminars and training events.
- C-EHRN members can stand for SC elections and are eligible to vote for the SC.
- C-EHRN members can provide input on the annual workplan and the advocacy strategy of C-EHRN.

Exclusion criteria: in case an organization of individual member act against the principles, mission and vision of C-EHRN, the SC can decide to exclude a member from membership. This decision will be taken with simple majority and is not negotiable.

