



International Association of
Public Health Logisticians

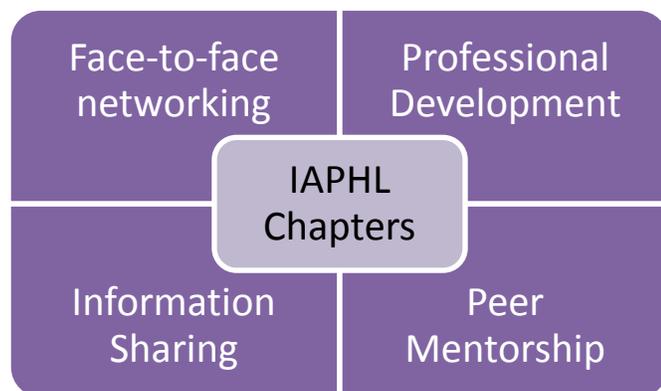
How to Start a New IAPHL Chapter

Congratulations on Your Interest in Starting a New IAPHL Chapter!

Use this information and the Frequently Asked Questions as a guide to help you understand the process of starting a new IAPHL chapter in your community.

The Benefits

Starting a national IAPHL Chapter enables increased opportunities for face-to-face networking, information-sharing, and professional development among supply chain professionals. Regular meetings and activities for local chapter members encourage professional fellowship through exposure to authoritative information about innovations and best practices in supply chain management. In addition, local chapters promote internship, peer mentorship, and employment opportunities among members. Chapters are encouraged to choose topics that their local membership are interested in learning more about, and invite industry professionals to make informative presentations at chapter meetings to increase members' knowledge on those topics.



About IAPHL

The International Association of Public Health Logisticians (IAPHL) was founded in 2007 as an international association dedicated to improving public health supply chain management (SCM) and commodity security by promoting professional development of public health logisticians. Membership has since expanded to include 97 countries worldwide, and in many cases there are now enough members to establish a separate national chapter of IAPHL.

Forming a New Chapter

Each national chapter that is created will be considered an international “branch” of IAPHL (the parent organization) and as such, will share the same mission and vision as the parent organization. Chapters are required to meet a minimum of twice per year (with at least one meeting being educational in nature) and promote activities that are consistent with the mission and vision of IAPHL.

IAPHL Mission

The mission of the IAPHL is to support the professionalization of supply chain managers and others working in the field of public health logistics and commodity security, with particular focus on developing countries. IAPHL provides professional development opportunities to public health logisticians and promotes the use of local and regional expertise, continued learning, and the exchange of ideas and best practices.

IAPHL Vision

The vision for IAPHL is to establish a self-sustaining member organization for public health SCM professionals that provides value added services to a growing membership through networking, peer support, and professional development.

Visit us online at www.iaphl.org/



Frequently Asked Questions about Starting a New IAPHL Chapter

How do I start a Chapter?

Start with some enthusiasm! Bring together IAPHL members in your country and any community members interested in learning more about SCM. Find out who in your area is already a member of IAPHL by logging onto the Knowledge Gateway site at <http://knowledge-gateway.org/iaphl>. Click on the Member tab, then select a country to see a list of members in that country. Start preliminary discussions with this group to decide whether you have enough interest for a new chapter. Please contact the IAPHL management team at IAPHL@jsi.com to let us know that you are interested in forming a new chapter. There may already be one near you.

What can I do to get the process started?

It's important to understand that you DON'T have to have a formal chapter structure set up in order to have preliminary meetings and share professional ideas with your colleagues.

- Set up informal meetings about supply chain logistics topics of your choice. This will help you determine common interests within the group and what the chapter hopes to accomplish in its regular meetings.
- Begin to research your country's legal requirements for registering a local chapter of an international organization. Start to gather the required paperwork.

Should new IAPHL chapters register themselves with a government body? And if so, what should they register as?

IAPHL chapters are encouraged to register themselves within an appropriate national governing office. Given that all countries have different legal structures, options for registration will differ from country to country. For example, a chapter in one country may register as a branch of an international organization, while in another country a chapter may be registered as a professional association. If chapter leadership has questions about registration, the IAPHL management team can assist.

How should IAPHL chapters be named?

IAPHL chapter naming policy dictates that chapters will be named "International Association of Public Health Logisticians, [country name] Chapter." All chapters will conform strictly to this policy.

How do new IAPHL chapters determine leadership positions within the chapter?

Chapters will hold a vote among their members to elect those in leadership positions. Members may vote either in person or by mailing in a ballot if they are unable to attend the chapter meeting. Chapters are welcome to design their own leadership structure, however, IAPHL recommends the following arrangement:

- Chapter President- in charge of management and oversight of chapter activities.
- Vice President- assists with chapter management and oversight; organizes chapter activities.
- Secretary- Maintains official records of all chapter activity; including meeting attendance, meeting minutes, votes, and chapter membership.

How can I reach out to find new members?

Try reaching out to other relevant professional associations, such as pharmacy associations or supply chain associations. Other options are to contact local universities, contracting agents working in supply chain, and reaching out to workers at different levels of the supply chain.

What other tools are available for starting new chapters?

The IAPHL management team can provide new chapters with supporting documents, PowerPoint presentations, and guidance on how to conduct meetings to help jumpstart the process. A toolkit for new chapters will soon be available as an additional resource.

Will IAPHL staff be available to provide ongoing guidance throughout the process of forming a new IAPHL chapter?

Yes, new chapter leadership will have access to representatives from the IAPHL management who will be available to answer questions or address concerns throughout the development of a new chapter. Key chapter development activities, such as the first chapter meeting, may be facilitated by staff from IAPHL management team who are present in-country.

Questions?

Contact IAPHL at IAPHL@jsi.com
or visit www.iaphl.org/