Rules of the IAA HEALTH SECTION (IAAHS)

ORIGIN

Article 1
The IAA Health Section (hereinafter "Section") operates in accordance with the Statutes and Internal Regulations of the International Actuarial Association (IAA).

OBJECTIVES

Article 2
The objective of the Section is to promote and facilitate an international exchange of views, advice, research and practical information among actuaries and other experts involved with public and private health issues such as policy and program design; research and planning; adequacy and services delivery; sustainability; insurance; pre-funding and other financing methods.

To this end, the Section:
a. Organizes seminars, colloquia, webinars and other meetings, and may engage in other activities such as online exchanges, developing websites and publications, and establishing links to other organizations and IAA sections.
b. May engage in other activities that promote the role and activities of health actuaries within and outside the profession, support formal IAA activities with health content and interact with health committees of IAA member actuarial organizations and other IAA sections.

Relevant information regarding the activities of the Section and other materials of interest to actuaries are posted on the Section web site and other relevant channels.

Section activities should be, as far as possible, complementary to those undertaken by local associations. Section activities should respect the principle of subsidiarity as set out in Article 8 of the IAA Statutes.

DURATION

Article 3
The duration of Section is unlimited.

CLASSES OF MEMBERS, ADMISSION AND TERMINATION

Article 4
There shall be two classes of Section Members: Ordinary Members and Donor Members.

a) The class of Ordinary Members is open to individual actuaries.
b) Donor Members are (i) individuals who are not actuaries; or (ii) associations, organizations or companies, provided that such an individual or association:
   - is interested in following and participating in the activities of the Section,
   - is noted for their particular competence or interest in matters of health insurance, health finance or actuarial research, and
   - wishes to support financially the activities of the Section

   as determined at the sole discretion of the IAAHS Board.

Article 5
Individuals interested in becoming Ordinary Members may submit their fees either directly to the IAA Secretariat or to their respective member association.

Individuals and entities interested in becoming Donor Members may submit an application to the Section Board, which may evaluate the application and determine whether to approve the application.

All Ordinary and Donor Members shall be notified in writing of the Section membership dues, if any, and the deadline for paying such dues. If dues are not paid by the deadline determined by the Section Board, the person's or organization's membership shall be terminated.

Article 6
Membership in either category may be terminated upon occurrence of any of the following:

a) Written resignation by the Member;
b) A serious breach of the Section Rules by the Member;
c) Failure to pay any required Section membership dues;
d) Death of the Member; or
e) Removal by resolution of the General Assembly.

THE SECTION BOARD

Article 7
Role
The Section Board shall be responsible for managing the Section.

The Section Board bears a general responsibility for the Section operations, the expenditure of funds on behalf of the Section, seminars and colloquia, and other activities. The

Article 8

Board Composition
The Section Board shall consist of 8 to 16 members, composed of two distinct categories:

- **Ex Officio Members (2 members):** Two Board members shall serve as non-voting ex officio members, appointed by the Executive Committee of the IAA. They shall serve for the duration of their appointment by the Executive Committee.
- **Appointed Members (6 to 14 members):** The remaining Board positions shall be filled through nomination and selection from the list of Ordinary Members. The Section Board shall solicit nominees to fill vacancies, with final selections made by Section Officers in consultation with the Ex Officio Members. The Board shall approve the new Board member appointments, subject to ratification by the membership at the General Assembly. Appointed Board Members served a maximum of two consecutive terms of four-year terms, unless they are currently serving as an Officer. The Section's Nominations Protocol governs the terms of Officers and requires that Officers complete their Officer term before vacating the Board. Appointed Members fulfilling terms for a vacated Board seat of

another Appointed Member will be eligible for two full terms following their fulfilment of the vacated term.

Article 9
Selection Criteria
In selecting Appointed Members, the following principles shall guide the selection process:

- **Geographic and Cultural Diversity:** The Board shall maintain balanced geographical, linguistic, and cultural representation across member countries, and shall endeavor to limit representation to no more than two Appointed Members from any single country.
- **Professional Diversity:** The Board shall promote diverse membership representing various employment sectors and include Appointed Members with both research and applied practice orientations.

Article 10
The duties and responsibilities of the Appointed Members are:

a) To maintain Ordinary membership in the Section. During the first quarter of each year, each Board member shall confirm his/her Ordinary membership to the Secretariat and the Board chair.
b) To carry forward the objectives of the Section through discourse and collaboration and with the Section Board‘s assent;
c) To promote the objectives of the Section with full enthusiasm, energy and integrity;
d) To participate in the discussions of the Board—whether in person, or by other form of communication—actively and constructively, with participation defined as attending at least 50% of Board meetings over any consecutive twelve-month period or not missing four or more consecutive Board meetings.To take on a share of assignments in Section committees; and
e) To report to the Board Chair any potential conflicts of interest between his/her financial or other interests and the objectives of the Section.

It is anticipated that the Chair will initiate a discussion with the Appointed Member in an attempt to address his or her failure to abide by the duties and responsibilities.

The duties and responsibilities of the appointed Ex Officio Members are outlined in the IAA Internal Regulations 8.1, and in the IAA Executive Committee’s paper discussing ‘Role of IAA Delegates to Sections.’ The Delegates are members of the Section Board and shall receive all information received by the Section Board members and shall be invited to all Board meetings, conference calls, and e-mail exchanges. The Delegates are expected to participate in Section roles and activities similar to those set forth in items (b) through (e) of the Section Board members’ duties and responsibilities.

Board Members, as of the date of adoption of the IAA Volunteer Conduct Guidelines or as of the date of their appointment to the Board, if later, are subject to the Volunteer Conduct Guidelines of the IAA. Failure to abide by the IAA Volunteer Conduct Guidelines is cause for the removal of the Board member from their position.

In addition, a Board member shall not profit from the activities of the Section Board.

Article 11
An Appointed Member may be removed by an affirmative vote of two-thirds (2/3) of the remaining Board members present, at a meeting at which a quorum is present, providing notice of the

meeting is delivered to all such members stating that a purpose of the meeting is to vote on removal of the named member(s). One of the Ex Officio Members must be present at this meeting. The member who is the subject of the removal vote shall be excluded from participating in or voting on their own removal. Notice of a request for the removal of an Appointed Member and subsequent vote can be initiated by a Board member, a member of the Section, or by notice from the IAA Executive Committee.

Such vote must happen within a maximum time window of 60-days from the time a notification of misconduct has been received by the Chair or another Officer. If such a notice is sent by the Secretariat, the IAA President and the IAA Executive Director will be copied on the dated notice. If a notice comes from other sources, the effective date will be determined by the Chair or the Secretariat depending on the notice recipients.

If at any time during this 60-day window the Section Board is not able to reach consensus, or if the meeting is not held within the maximum 60-day timeframe, this matter will automatically be referred to the IAA Executive Committee whose decision will be binding.

In cases where the Section Board votes not to remove an Appointed Member, the IAA Executive Committee may, within 30 days of being notified of the Section Board's decision, initiate a review of that decision, in consultation with the Section's leadership, if the Executive Committee determines there are compelling reasons to do so. This special misconduct meeting should include EC members, the Chair and Vice-Chair of the Section (or alternative Board member to replace either one of these two positions if the subject of the vote maintains either one of these two positions) to gather information on the removal of the Appointed Member.

Following this special misconduct meeting, a vote on the removal of this board member, if deemed necessary will include the Executive Committee and the Chair and Vice-Chair (or the replacing member as noted earlier) from the Section with a simple majority deciding.

The IAAHS Board may terminate an elected Board members term prematurely by a two-thirds or greater vote of the Board's total elected membership (excluding the member being reviewed) if the Board member fails to abide by the duties and responsibilities set forth in Article 10 (other than 10a) or commits another serious breach of the Section Rules.

The Section Board may terminate a Board member's term automatically, if the Board member fails to maintain his/her Ordinary membership as set forth in Article 10a. This may include failing to pay the annual Ordinary membership fee after receiving three electronic notices of non-payment of dues from the IAA Secretariat.

Article 12
Officers and Committees

a) The Section Board shall appoint from among its members, a Chair, a Vice-Chair, a Secretary and a Treasurer who shall be the Officers of the Section. The Ex Officio Members shall oversee the process for the appointment of the Officers. The appointment process of Officers shall be governed by the Section's Nomination Protocol.
b) The Section Chair is authorized to act on behalf of the Section Board in matters requiring timely attention between Board meetings, including representing the Section on the Joint Section Board and in dealings with the IAA, other Sections or external organizations. This authority includes making decisions or approvals related to administrative, operational, and collaborative matters, provided such actions are consistent with the objectives of the Section and do not contradict prior decisions of the Board.

c) The Chair may delegate specific responsibilities to the Vice-Chair or another Board member as appropriate and shall keep the Board informed of significant actions taken under this delegated authority.

d) The Section Board may establish committees to promote Section objectives, either on a temporary or permanent basis, and define their tasks. The Chair for a committee shall be appointed by the Section Board from among the Ordinary Members; the Chair of a committee need not be a Board member. The balance of committee members shall be appointed by the Chair of the committee from among any Ordinary Members. The Chair may invite an individual who is not a Section member to join the committee subject to the Board's approval. The Section Board may, at its sole discretion, terminate committees.

Article 13
Meetings

a) The Section Board shall meet at least once a year, which may be in conjunction with a Section Colloquium or the International Congress of Actuaries.

b) The Section Board may only make a decision during a meeting if more than half of the Appointed Members are present (either physically or by phone/videoconference). The decision is then taken by a simple majority of those present, excluding Ex Officio Members.

c) A valid decision may also be taken by e-mail, provided that every Appointed Member is polled and a simple majority is attained. The Secretary is responsible for collecting and counting the votes.

d) Appointed Members may also delegate their voting duties to a designed proxy. A designated proxy should be another Appointed Member and must be communicated in writing to the Section Chair in advance of a Board vote.

e)

Article 14
Colloquia

From time to time, the Section Board may determine to conduct a colloquium in collaboration with one or more local associations and/or IAA Sections.

No seminar or colloquium shall be organized to fall within six months or be held in the same calendar year as an International Congress of Actuaries (ICA), unless such a seminar or colloquium is part of the ICA activities.

Colloquia activities should be financed by registration fees of participants and their accompanying persons, or from any subsidies and donations from the host organization and other sources, including sponsorships of interested organizations.

The practical organization of each colloquium may be entrusted to a committee of the Section or to a committee or task force of a host association. Organizers must follow the Section Colloquium Protocol.

GENERAL ASSEMBLIES OF THE SECTION

Article 15

a) Meetings of the General Assembly shall be held at such time and place and with such frequency as determined by the Section Board and may be held in conjunction with each Section Colloquium and IAA Congress, as determined by the Section Board. An Extraordinary General Assembly may be called by decision of the Section Board or at the written request of at least five per cent of the Ordinary Members.

b) Notice of a General Assembly meeting will be given to all Members by the Secretary at least 60 days in advance.
c) Each Ordinary Member shall have the right to attend, speak and cast one vote at a General Assembly meeting. Ordinary Members may alternatively vote electronically in advance of the meetings (electronic voting will not be available for motions proposed during the meeting).
d) Ordinary Members may also cast one vote electronically on matters to be decided by electronic voting in lieu of a General Assembly meeting, as determined by the Section Board.

Donor Members may attend meetings of the General Assembly, but do not have the right to speak at them unless permitted by the Chair of the meeting. Donor Members do not have any voting rights.

Article 16
a) Meetings of the General Assembly are presided over by the Chair of the Section Board, in his or her absence by the Vice-Chair, and otherwise by one of the Ex Officio Members to the Section Board.
b) The portion of a General Assembly meeting related to the ratification of Board members shall be presided by one of the Ex Officio Members to the Section Board. If an IAA Delegate is not present at the meeting, the ratification may be presided over by another Board member.

Article 17
The duties of the General Assembly are to:
a) Receive reports from the:
- Ex Officio Members related to the appointment of Board members;
- Secretary on the activities; and,
- Treasurer on the financial condition and budget.

b) Ratify the appointments of board members;
c) Set the membership dues; and
d) Conduct any other business on the General Assembly agenda.

Article 18
With the exception of the matters referred to in Article 22 and Article 24 (c), resolutions adopted at a General Assembly meeting are decided by a simple majority of the votes cast.

LANGUAGES

Article 19
The official languages of the Section are those of the IAA.

FINANCIAL MATTERS AND ADMINISTRATION OF FUNDS

Article 20
a) The Section Treasurer is responsible for the financial matters of the Section. Each year, the Section Treasurer must submit a budget and a report for approval by the Section Board no later than September 1 of any year for the following financial year commencing on January 1

thereafter. The report must account for all financial transactions and for the administration of funds. The Section financial statements are audited annually as part of the IAA Audit.

b) The Section Treasurer shall be provided with an annual summary of the management and performance of the Section's assets. The day-to-day management of these assets is undertaken by the Audit & Finance Committee and the Secretariat in compliance with the IAA Investment Policy, Guidelines and Restrictions, as approved by IAA Council from time to time.

Article 21

a) The membership dues of the Ordinary Members of the Section shall be payable either directly to the IAA Secretariat or to IAA member associations which shall remit all dues collected to the IAA Secretariat on behalf of the Section.
b) The membership dues of the Donor Members shall be collected directly by the IAA Secretariat on behalf of the Section.
c) The IAA Secretariat shall assist the Section Treasurer with the maintenance of records and preparation of accounts.

DISSOLUTION OF THE SECTION

Article 22

a) The Section can be dissolved by a vote of the Ordinary Members at a meeting of the General Assembly, with absent Ordinary Members having the facility to vote electronically in advance of this meeting. The decision is valid only if more than 80 per cent of those voting are in favour of the dissolution. A decision to dissolve the Section is subject to subsequent ratification by the IAA Council
b) At its discretion, the IAA Council may discontinue IAAHS as a section of the IAA. However, IAAHS may continue independently from the IAA.

Article 23

In case of discontinuation, all remaining assets will be transferred to the independent IAAHS association. In case of complete dissolution of the Section, the remaining assets will be transferred to the IAA, which shall create a fund to dispose of them, taking into account the objectives defined in Article 2 and the directions given by the General Assembly approving the dissolution.

AMENDMENTS TO THE RULES

Article 24

a) Any amendments to the Section Rules must be submitted by the Section Board to Ordinary Members of the Section at least 60 days prior to the date upon which the General Assembly is to take a decision.
b) Any two Board members, upon the written request of at least five per cent of the Ordinary Members may propose changes to these Section Rules to be considered at the next General Assembly meeting.
c) Section Rules may be amended by a vote in favour by two-thirds of the votes of Ordinary Members present and voting at a meeting of the General Assembly, with absent Ordinary Members having the facility to vote electronically in advance of the meeting, subject to subsequent ratification by the IAA Council.
d) Section Rules and amendments take immediate effect on the date of their approval by the IAA Council.

Approved by the IAA Council on November 23, 2025