



IFM • SEI
international falcon movement
socialist educational international

International Committee 2018/01

15-16 June 2018
Brussels, Belgium
Convening notice

Date: Thursday 15 March 2018

Convening of IFM-SEI International Committee 2018

It is with pleasure that I invite all member organisations, candidate organisations, partner organisations, fraternal sisters organisations and veterans to the IFM-SEI International Committee 2018. The meeting will take place in Brussels, Belgium, on **15-16 June 2018** (excluding travel days).

Meeting venue:

[Solidar](#)

Rue de Pascale 4-6
1000 Brussels

Accommodation venue:

[Hostel Bruegel](#)

Rue du Saint-Espirit 2
1000 Brussels

Each member or candidate organisation is invited to send up to five delegates to the meeting. We would also ask you to take note of the **women's quota** at our statutory meetings. If you send more than one delegate, at least 50% of your delegation must be women or non-binary gender.

The booking deadline for delegates requiring visas is **15 April 2018** (23:59 CET). The booking deadline for those not requiring visas is **4 May 2018** (23:59 CET). Please ensure you complete the [digital registration form](#) for your delegates. Any cancellations after 4 May 2018 will incur a 100€ cancellation fee, with exception of those who cannot attend due to visa purposes (see conditions below). A late fee of 50€ and a change fee of 30€ will be applied to any organisations registering or changing their delegates after 4 May 2018.

The participation fee for the International Committee is as follows (per person):

Delegates	50€
Guests	100€
Late fee	50€
Change fee	30€
Cancellation fee	100€



You can pay your participation fee by bank transfer in advance of the meeting (reference: IC18 + organisation + name/s) or in cash at the meeting. The bank details can be found below:

Bank:	ING
Name:	IFM-SEI
IBAN:	BE60 3101 2003 5970
BIC:	BBRUBEBB

Belgium is part of the Schengen zone therefore Schengen rules apply. If you require a visa you will receive a visa invitation letter from IFM-SEI shortly after you register. Information for the visa invitation letter will be requested in the registration form so it's important you give us your accurate information here. Delegates must apply for their visa or request an appointment with the embassy/consulate within two weeks of receiving their visa invitation letter. For any delegates who cancel due to visa reasons: IFM-SEI will require proof of the visa application request or submission, proving that it was requested within two weeks of receiving the visa invitation letter, otherwise they will be charged the cancellation fee.

Participants should arrive on Thursday 14 June 2018 and depart on Sunday 17 June 2018. There is optional programme on the afternoon of Thursday 14 June around European Parliament and ice-breaking games in the evening at the hostel. IFM-SEI Presidium and Control Commission members are requested to arrive one day earlier on Wednesday 13 June 2018. The IFM-SEI Presidium and Control Commission will meet on the morning of Sunday 17 June 2018, therefore any candidates for vacant positions (see Call for Nominations for more information) should arrange their travel so they can leave after lunch on Sunday.

Brussels has two airports. Brussels Zaventem airport is about 14km from the city centre and can be reached by local train or bus service in less than half an hour. Brussels Charleroi is about 60 km from the city centre and can be reached by coach that takes around an hour. We would ask for you to share with us your travel information by **25 May 2018** by completing the [digital travel form](#).

Please note:

- 1) According to article 3.5 of the IFM-SEI Constitution, members with outstanding membership fees and no agreement will have no voting rights at the IC meeting. If this applies to you, please contact the Control Commission (cc@ifm-sei.org) as soon as possible.



- 2) Support with your visa application, accommodation and food cannot be guaranteed for those who fail to book by the booking deadline. A late fee of 50€ will be incurred for anyone registering after 15 April 2018 (visas) or 4 May 2018 (non-visas).
- 3) Organisations changing their delegate information after 4 May 2018 will incur a change fee of 30€ per person.
- 4) If you register and do not turn up to the meeting or cancel after 4 May 2018, your organisation will be charged 100€ per person (with the exception of those for visa reasons in line with the conditions outlined above).

The deadline for submitting resolutions and submitting candidatures for the vacant Presidium and Control Commission positions is **4 May 2018**. These should be sent to secretariat@ifm-sei.org. The deadline for amendments to resolutions is on 15 June 2018. The International Committee is your chance to shape our movement and I very much hope you will contribute with all your energy and ideas.

The formal agenda will be circulated on 4 May 2018 and the other papers will be distributed on 18 May 2018. We look forward to seeing you all in Brussels for a productive and inspiring meeting.

In friendship,



Carly Walker-Dawson
IFM-SEI Secretary General

