



## IFLA EUROPE

THE EUROPEAN REGION OF THE  
INTERNATIONAL FEDERATION OF LANDSCAPE ARCHITECTS

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## IFLA EUROPE

*THE EUROPEAN REGION OF THE INTERNATIONAL FEDERATION OF LANDSCAPE ARCHITECTS*  
*LA RÉGION EUROPÉENNE DE LA FÉDÉRATION INTERNATIONALE DES ARCHITECTES PAYSAGISTES*

## MEMBERSHIP APPLICATIONS REQUIREMENTS & PROCEDURES

### GUIDELINES

> in accordance with the statutory documents of IFLA EUROPE and IFLA WORLD <

Any National or Multi-national Associations of Landscape Architects applying for **IFLA EUROPE Effective Membership** must simultaneously comply with the requirements specified by the Statutes/Regulations of IFLA EUROPE and the Constitution/By-Laws of IFLA WORLD. All relevant parts of these papers are enclosed in appendix.

#### **PRELIMINARY REQUIREMENTS & PROCEDURES**

First of all, any applying National or Multi-national LA Organisation must:

1. *belong to a country* (or countries):
  - a. of the **European Union**, the **European Economic Area** or *signatories of bilateral accords recognising the European Union's Directives concerning the free movement of labour*;
  - b. of the **Council of Europe**;
  - c. different from the above categories, but **empowered to participate in regional activities of IFLA EUROPE because of the importance of their representative character**;  
*[IFLA EUROPE 'Statutes' article 2.1 – IFLA EUROPE 'Regulations' article 8.2]*
2. be, or be actively endeavouring to become, **appropriately constituted as legal body** in its own country(ies); in the second case, the legal constitution must be peremptorily achieved no later than the General Assembly where the membership application will be subjected for ratification;  
*[IFLA EUROPE 'Statutes' article 2.3 - IFLA EUROPE 'Regulations' article 8.4]*
3. send in to the IFLA EUROPE Vice-president '*Professional Practice*', via the Secretariat, a **formal membership application** along with the **official** (or, even better, **certified**) **translation in English of its Statutes** (or Constitution, Articles of Associations, Chapter, etc.) **and By-laws** (or Bye-law, Regulations, Rules of Procedure, etc.). Membership application and all provided statutory documents shall be firstly examined (and, if deemed necessary, amended) availing of the help of Membership Working Group, and then, following the preliminary agreement between the applying association and the Vice-president '*Professional Practice*', presented to the next **General Assembly** for formal ratification.  
*[IFLA EUROPE 'Regulations' articles 8.2 and 8.18 – IFLA 'By-Laws' article 2.1]*  
*[for full Membership Application Procedures > IFLA EUROPE 'Regulations' article 8.18]*

#### **APPLICANT LA ASSOCIATION AS SECTION OF A BROADER MULTI-DISCIPLINARY ORGANISATION**

Where a broader Multi-disciplinary or Multi-interest professional Organisation comprises a **Section** gathering in a separate list and independently representing the professionals of Landscape Architecture, this **Section may be admitted as Effective Member of IFLA Europe provided it fulfils all requirements determined by the Statutes, Regulations and Guidelines**.

*[IFLA Europe 'Regulations' article 8.13]*

#### **COMPLEMENTARY REQUIREMENTS & PROCEDURES**

1. On becoming Effective Members of IFLA EUROPE, all National or Multi-national Associations of Landscape Architects shall be required also to become members of the **International Federation of Landscape Architects (IFLA WORLD)** and to **agree with the Code of Ethics and Professional Conduct of IFLA WORLD AND IFLA EUROPE**.  
*[IFLA EUROPE 'Statutes' article 2.5 – IFLA EUROPE 'Regulations' article 8.6]*



2. Any party wishing to be considered for **IFLA WORLD membership** shall apply directly to the **IFLA WORLD Executive Committee** using the appropriately completed online application form accompanied by the necessary supplementary compliance documents required for each category of membership (Category A and B applicants will generally be encouraged to apply directly through the most relevant regional body of IFLA). Where all of the application material is deemed by the Executive Committee to be in compliance with the necessary demands of the specific category applied for, membership may be granted temporarily until the application can be submitted for formal ratification at the next **World Council**.

[IFLA WORLD 'By-laws' articles 2.5 and 2.6]

#### **APPLICANT LA ASSOCIATION'S STATUTORY DOCUMENTS - MAIN FEATURES**

**Statutes** (or Constitution, Articles of Associations, Chapter, etc.) and **By-laws** (or Rules, Regulations, etc) of any applicant National or Multi-national LA Associations must clearly determine that:

1. the concerned Association **complies with the Constitution, By-laws and Rules of Procedure set down by IFLA WORLD and IFLA EUROPE**, and that its provisions and resolutions **may not conflict with those of IFLA WORLD and IFLA EUROPE**;

[IFLA EUROPE 'Regulations' article 8.5]

2. academic achievements specifically in undergraduate, graduate or postgraduate qualification in **landscape architecture** is a **prerequisite for its own membership**. Only members with these specific qualifications may be identified as full members of the Association.

[IFLA Europe 'Regulations' article 8.10]

[for Academic Qualification and Educational Standards > IFLA EUROPE 'Regulations' article 8.8]

[for Landscape Educational Areas > IFLA EUROPE 'Regulations' article 8.9]

3. the concerned Association shall **accept applications for membership** from graduates of all specifically recognised landscape architecture programmes in member countries of IFLA Europe, subject to whatever additional professional practice requirements may be suggested or recommended by the specific association.

[IFLA Europe 'Regulations' article 8.11]

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April 15<sup>th</sup>, 2019

IFLA Europe  
Statutory Advisor

(Carlo Bruschi)



## APPENDIX

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### IFLA EUROPE STATUTES

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#### Article 2. - MEMBERSHIP

**2.1** - IFLA EUROPE shall comprise, conditional upon their formal membership application, national or multi-national associations of landscape architects of:

- a) member countries of the *European Union*, the *European Economic Area* or signatories to bilateral accords recognising the European Union's Directives concerning the free movement of labour;
- b) member countries of the *Council of Europe*;
- c) countries, not forcibly located in the European Region, empowered to participate in regional activities of IFLA EUROPE because of the importance of their representative character.

**2.2** - IFLA EUROPE shall recognise only one representative national association per country.

**2.3 - National associations** - National associations must be appropriately constituted legal bodies in their own countries.

**2.4 – Multi-national associations** - Multi-national associations may comprise a collective number of individuals or groups of landscape architects from countries where no national association of landscape architects exists or representing European Regions with common strategic professional programmes.

**2.5** - National and multi-national associations, by attaining membership of IFLA EUROPE, shall be required to become members of the *International Federation of Landscape Architects* (IFLA).

#### Article 3. – CATEGORIES OF MEMBERSHIP

**3.1 – Admission** - Admission as members in any of the membership categories of IFLA EUROPE shall require an application to and the prior approval of the General Assembly, with the exception of honorary membership only.

**3.2 – Effective Members** – Effective members shall be national or multi-national associations of landscape architects complying with the requirements of Article 2 and defined by country, whose Constitution and By-laws have been approved by the General Assembly.

**3.3 – Interim Members** - National or multi-national associations of landscape architects that are unable to satisfy the requirements for admission to effective membership may be accepted as Interim members, conditional upon their formal interim membership application.

Interim members shall have the same rights as other member associations to participate in the proceedings of IFLA Europe except that they shall have no voting rights and their representatives will not be eligible to stand for or be elected to the Executive Council.

**3.4 - Affiliate Members** - National or multi-national associations of landscape architects that cannot be admitted as Effective or Interim members may be admitted as Affiliate members.

Affiliate members shall have the same rights as other member associations to participate in the proceedings of IFLA EUROPE except that they shall have no voting rights and their representatives will not be eligible to stand for or be elected to the Executive Council.

**3.5 – Individual Members** - Individual members shall be landscape architects or partnerships or companies of landscape architects from countries where no national or multi-national association of landscape architects exists or representing European Regions with common strategic professional programmes, whose qualification and status are determined by the General Assembly to be acceptable.

Individual members shall have the same rights as other member associations to participate in the proceedings of IFLA EUROPE except that they shall have no voting rights and will not be eligible to stand for or be elected to the Executive Council.

**3.6 – Corporate Members** - Corporate members shall be scientific, educational and professional institutions, associations or corporations connected with Landscape Architecture, and/or professional, commercial or industrial organisations wishing to promote or support the objectives of IFLA EUROPE.

Corporate members shall have no rights to participate in the proceedings of IFLA EUROPE (other than to attend promotional events, seminars, and lectures and partake as observers in the General Assembly), shall have no voting rights and will not be eligible to stand for or be elected to the Executive Council.



**3.7 – Honorary Members** – Honorary members shall be those individuals, groups, organisations, companies or bodies whom IFLA EUROPE wish to honour for their support and engagement with the profession on a regional or national level, and their exceptional loyalty, assistance and dedication to the promotion of IFLA EUROPE, its aims, aspirations and strategic goals. Potential candidates for honorary membership shall be determined from time to time by the elected Executive Council members, proposed to the candidates for acceptance and thereafter to the General Assembly for approval.

Honorary members shall have no rights to participate in the proceedings of IFLA EUROPE (other than to attend promotional events, seminars, and lectures and partake as observers in the General Assembly), shall have no voting rights and will not be eligible to stand for or to be elected to the Executive Council.

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## IFLA EUROPE REGULATIONS

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### Article 8. - CRITERIA FOR MEMBERSHIP

**8.1** - This document supplements the Statutes of IFLA EUROPE, Section II ‘Constitution’, Articles 2 and 3.

**8.2** - IFLA EUROPE comprises, conditional upon their formal membership application, national or multi-national associations of landscape architects of member countries of the European Union, the European Economic Area or signatories to bilateral accords recognising the European Union’s Directives concerning the free movement of labour, members countries of the Council of Europe, and countries, not forcibly located in the European Region, empowered to participate in regional activities of IFLA EUROPE because of the importance of their representative character, whose Constitution or Statutes and By-laws have been ratified by the General Assembly.

**8.3** - IFLA EUROPE recognises only one national association of landscape architects in each country.

**8.4** - All national associations of landscape architects must be (or must be actively endeavouring to become) appropriately constituted legal bodies in their own countries.

**8.5** – The Constitution or Statutes of the national associations must determine that it complies with the Constitution, By-laws and Rules of Procedure set down by IFLA and IFLA EUROPE, and that its provisions and resolutions may not conflict with those of IFLA and IFLA EUROPE.

**8.6** - On becoming Effective members of IFLA EUROPE, all national associations of landscape architects shall be required also to become members of the International Federation of Landscape Architects (IFLA) and to agree with the Code of Ethics and Professional Conduct of IFLA and IFLA EUROPE.

**8.7** - In addition, IFLA EUROPE offers alternative categories of membership for those associations, organisations, practices and individuals not immediately fulfilling the requirements for Effective membership.

**8.8 – Academic Qualifications and Educational Standards** - The ‘DECLARATION OF EFLA’, signed in 1989 in conjunction with the founding of the European Foundation for Landscape Architecture (EFLA, now renamed ‘IFLA EUROPE’), contains four appendices. *Appendix C* records the reciprocal recognition of academic qualifications awarded by a number of listed courses of the signatory countries. *Appendix D* sets out the general standards for landscape architecture education required for effective membership in IFLA EUROPE:

**8.8.1** - *Undergraduate entry*: a minimum of 4 years full-time academic study (or part-time equivalent) + 2 years professional practice.

**8.8.2** - *Graduate entry* (following a first degree in a related subject of at least 3 years duration and after a selection procedure): a minimum of 2 years full-time academic study (or part-time equivalent) + 2 years professional practice.

**8.9 – Landscape Educational Areas** - The IFLA/UNESCO ‘CHARTER FOR LANDSCAPE ARCHITECTURE EDUCATION 2012’ states that landscape architectural education involves the acquisition of knowledge within the following areas:

- a. *History of cultural form and an understanding of design as a social art*
- b. *Social, political, economic and natural systems*
- c. *Natural sciences such as geology, hydrology and biology*
- d. *Plant material and horticultural applications*
- e. *Site engineering including materials, methods, technologies, construction documentation and administration, and applications*
- f. *Theory and methodologies in design, planning and research*
- g. *Landscape design, management, planning and science at all scales and applications*



- h. *Ecological studies and principles of sustainability*
- i. *Information technology and computer applications*
- j. *Public policy and regulation*
- k. *Communications and public facilitation*
- l. *Ethics and values related to the profession*

Additional knowledge and skills may be required at regional or local level. The above list of knowledge and skills must be read in conjunction with the education guidelines, requirements and regulations issued by IFLA. The requirements for education are available from both IFLA and IFLA Europe and the latest requirements must be requested from the IFLA Europe Secretariat.

**8.10** - In order for the Regulations to fully comply with the membership requirements of IFLA, all applicant national or multi-national associations must, within their Constitution, Byelaws, Rules or Regulations, clearly identify that academic achievement specifically in undergraduate or postgraduate qualification in landscape architecture is a prerequisite for membership.

Only members with these specific qualifications may be identified as full members of the association. Irrespective of whether this criterion was applied in the historic applications of current Effective members, this requirement will be made of all future applicants for effective membership.

**8.11** - National or multi-national professional associations who wish to become Effective members of IFLA EUROPE shall accept applications for membership from graduates of all specifically recognised landscape architecture programmes in member countries of IFLA EUROPE, subject to whatever additional professional practice requirements may be suggested or recommended by the specific association.

**8.12** – National or multi-national professional member associations should encourage Education Institutions within their jurisdiction offering appropriate landscape architectural courses to be presented for IFLA EUROPE accreditation and recognition.

**8.13** - Where the profession of landscape architecture comprises one section of a broader multi-disciplinary or multi-interest professional organisation, to the extent that it independently represents the landscape architectural profession, it may be admitted as an Effective member of IFLA EUROPE provided it can fulfil the requirements determined in these Regulations and Guidelines. In this case, members belonging to the landscape architecture section shall be included in an appropriate separate list.

**8.14** - Effective members of IFLA EUROPE may establish alternative or intermediate membership categories reflecting a variety of stages in professional development. They shall be encouraged specifically to provide a category of student membership. Corporate and honorary membership may also be available to individuals, groups, companies or bodies outside the profession on the merit of important promotion of, support for or engagement with the profession of landscape architecture. Such membership classes would not be expected to have voting rights within the national or multi-national associations.

**8.15** - Education programmes within Effective member countries are to be regularly monitored, assessed and reviewed by the Effective member associations to ensure standards of education and course content are maintained, developed and improved.

**8.16** - Effective members shall be committed to the maintenance and improvement of professional standards and competences and the promotion of the landscape architecture profession in general.

**8.17** - Full voting members of national or multi-national associations (effective members) must not have conflicting financial or commercial interests outside the profession that might in any way undermine their professional integrity or judgement in all matters. Any potential conflicting interests must be declared to the Executive Council of IFLA EUROPE for appropriate assessment and the avoidance of doubt.

**8.18 - Membership Application Procedures** - Applications from national or multi-national professional associations shall include the following:

- a. *a covering letter in English addressed for the attention of the Vice-president 'Professional Practice' signed by the President of the national or multi-national association confirming the decision of that organisation to apply for membership (at the appropriate level) of IFLA EUROPE;*
- b. *a copy of the national or multi-national association's constitution, statutes, byelaws, operational rules, and/or regulations (or their equivalent) in the language(s) of the country(ies) concerned and an appropriately translated copy in English;*
- c. *a copy of the specific educational demands and requirements placed upon potential professional members of the national or multi-national association applying for membership both in the language(s) of the country(ies) and an appropriately translated copy in English;*



- d. all applications for membership of IFLA EUROPE shall be presented in written to the Vice-president 'Professional Practice' via the Secretariat (preferably in electronic format) a minimum of two calendar months prior to the date of the General Assembly at which the applicant wishes to have their membership application assessed;
- e. applications for all other categories of membership (i.e. not from national associations) should be presented in written to the Vice-president 'Professional Practice' via the Secretariat (preferably in electronic format) in the form of an explanatory covering letter in English detailing the category of membership applied for and accompanied by supporting documentation that explains in as much detail as possible the reasons for the application;
- f. failure to comply with any of the above Regulation and Guidelines shall delay the assessment of the application or at worst negate the application in total.

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## IFLA CONSTITUTION

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### 2. - MEMBERSHIP

**2.1** - Category A: National and multi-national associations of landscape architects defined by country, countries or territories whose Constitution and By-laws have been approved by the World Council. Only one representative association per country, countries or territory/s is permitted.

**2.2** - Category B: Individual Members are landscape architects from a country, countries or territory where no national or multi-national association exists and whose qualifications and status are determined by the World Council to be acceptable.

**2.3** - Category C: Honorary Members are those individuals whom IFLA may wish to honour for their support and engagement with the profession on an international, regional or national level.

**2.4** - Category D: Corporate Members are scientific, educational and professional institutions, associations or corporations, connected with landscape architecture, and professional, commercial or industrial organisations wishing to promote or support the objectives of IFLA.

**2.5** - Admission and loss of membership is governed by and detailed in the IFLA By-laws.

**2.6** - Details of membership dues are governed by and detailed in the IFLA By-laws.

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## IFLA BY-LAWS

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### 2. - MEMBERSHIP

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**2.1** - Category A membership comprises national or multi-national associations whose Constitution and By-laws have been approved by the Regional body and thereafter ratified by the World Council. Members shall be represented by an appointed delegate who shall have the right to a single vote on matters presented at the World Council meetings (in accordance with the financial restrictions within these by-laws).

**2.2** - Category B membership comprises individual members from countries where no national or multi-national association exists and whose qualifications and status are determined by the Regional body to be acceptable and thereafter ratified by the World Council. Individual members shall have no voting rights at the World Council meetings.

**2.3** - Category C membership comprises individual Honorary Members who may not necessarily operate within the profession but whom IFLA may wish to honour for their support and engagement with the profession at international level. Honorary members shall be nominated via the World Executive Committee and presented for approval to the World Council. Honorary members shall have no voting rights at the World Council meetings.

**2.4** - Category D membership comprises Corporate members from the world of science; education; professional, commercial or industrial institutions, associations or corporations; connected with or having a keen interest in the furtherance and promotion of the objectives of IFLA. Corporate members shall be nominated via the World Executive Committee and presented for approval to the World Council. Corporate members shall have no voting rights at the World Council meetings.



**2.5** - Any party wishing to be considered for membership shall apply directly to the IFLA Executive Committee using the appropriately completed online application form accompanied by the necessary supplementary compliance documents required for each category of membership (Category A and B applicants will generally be encouraged to apply directly through the most relevant regional body of IFLA).

**2.6** - Where all of the application material is deemed by the Executive committee to be in compliance with the necessary demands of the specific category applied for, membership may be granted temporarily until the application can be submitted for formal ratification at the next World Council.

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September 26<sup>th</sup>, 2016