



<b>Section:</b>	2. Meetings
<b>Subpart:</b>	2.1. Registrations
<b>Policy No.:</b>	2.1.1.
<b>Title:</b>	Registration Fee for Staff of the Host State
<b>Effective:</b>	2002
<b>Revised:</b>	November 2022

## Registration Fee for the Staff of the Host State

**Purpose:** Establish a reduced fee for participation of staff of the host state at NCWM Meetings.

**Background:** NCWM Annual and Interim meetings are a tremendous opportunity for people in the host state who usually don't attend these meetings to observe the standards development process. For example, a weights and measures jurisdiction in the host state may wish to send extra staff members who do not ordinarily attend. Still, the registration costs may be prohibitive for such attendance, depending on budget constraints of that program.

In 2002, the Board of Directors developed a policy that would provide a discounted level of meeting registration; giving individuals the opportunity to take advantage of the meeting location by witnessing the NCWM Annual Meeting process at a reduced rate. However, this discounted rate would come with certain limitations that do not exist with full registration.

In 2004, this policy was expanded to include a reduced registration fee for first-time attendees at Interim meetings, too. It was also amended to extend the reduced registration fee to any first-time attendees, not just those in the immediate region. A clarification was added at that time regarding cost to attend special events.

In 2022, the Board amended the policy to only apply to regulatory officials within the host state and remove the first-time attendee requirement beginning in 2023.

**Policy:** Registration Fee for Staff of the Host State at Annual and Interim Meetings:

1. A reduced fee for weights and measures regulatory officials within the host state to NCWM Annual or Interim meetings.
2. NCWM Membership is not required
3. NCWM staff will invite the weights and measures director of the host state to register their staff at the reduced fee and suggest that they pass the invitation on to county and local program supervisors within the host state.
4. An attendee taking advantage of the reduced registration fee shall have full ability to participate in all official sessions, except that the attendee shall not have voting rights. This will prevent the host state from "stacking the House of Delegates" at a reduced registration fee.
5. An attendee taking advantage of the reduced registration fee shall pay additional fees associated with the Chairman's Reception, Conference Outings or any other special events in which they choose to participate, the costs for which would otherwise have been covered by payment of the full registration fee.