

## **The International Institute for Strategic Studies**

### **Membership Code**

The International Institute for Strategic Studies, hereafter the Institute or the IISS, with legal address:

Arundel House  
13-15 Arundel Street,  
Temple Place,  
London WC2R 3DX,  
United Kingdom

is incorporated in England with limited liability under number 615259 and is a UK registered charity with number 206504.

The International Institute for Strategic Studies offers membership for individuals and organisations. Membership to the IISS is a membership to the UK organisation.

Membership application and administration are governed by this code.

### Section 1. Membership categories, prices and benefits

The IISS differentiates between two major membership categories, either Individual or Corporate. Membership is subdivided into the following levels with corresponding benefits.

#### **1.1 Individual Membership**

##### **a. Full Individual Membership**

Full Individual Membership at £260 per annum provides the following benefits:

##### *Publications*

- *Survival*, the Institute's international relations journal, six editions per annum;
- The *Adelphi Papers* monograph series, providing in-depth analysis of general strategic issues, eight titles per annum;
- *Strategic Survey*, an annual review of the year's political and military trends;
- *Strategic Comments*, online briefings on breaking strategic issues and a searchable database back to 1996, ten Volumes per annum;
- *The Military Balance*, the authoritative annual inventory of the world's armed forces.

##### *Exclusive access*

- Online access to the Members area of the IISS website, including selected past publications;
- Access to key presentations and discussions organised by the IISS, the IISS-US and IISS-Asia;
- Use of the IISS library, which houses a specialised collection of books, journals, pamphlets and online resources covering a wide range of current international affairs, security and defence topics;
- Special access to the use of Arundel House, the Institute's exclusive headquarters building in London (see website for further details and for venue hire), or the Institute's international offices as appropriate.

### *Networking*

- Invitation to the annual Global Strategic Review (delegate fees not included);
- Invitation to the annual Alastair Buchan Lecture at Arundel House;
- Invitation to exclusive events, presentations and briefings at Arundel House, Washington DC and Singapore.

#### **b. Senior Membership , £100 per annum**

Retired individual members aged 65 or over with at least 10 years of continuous membership history can apply for a Senior Membership reduction. The £100 cost of Senior Membership entitles members to receive *Survival* and *Strategic Survey* in print.

#### **c. Junior Non-profit Membership, £100 per annum**

Junior Non-profit Membership is available to all individuals elected to the membership programme who are under the age of 35 and who can provide proof that they are employed in the non-profit sector, academia or military services.

#### **d. Student Membership, £80 per annum**

The IISS welcomes anyone under 30 in full-time undergraduate education to join under the preferential terms of Student Membership. Student Members receive *The Military Balance*, *Strategic Survey* and *Survival*, are eligible for invitations to meetings, and have access to the IISS library. Officers of the rank of major and below, and equivalent ranks in other armed services, are also entitled to the preferential terms of Student Membership.

## **1.2 Corporate Membership**

Corporate Members are represented by their nominees. With the exception of Embassy membership, all Corporate Members assign named nominees to the Institute.

All Corporate Members receive a basic package granting exclusive corporate access to IISS research, events and briefings. The package entitles members to:

- nominate at least one representative of the company or institution to the IISS. Further nominees may be added for £500 each per annum or pro rata at any time. A corporate nomination is not an Individual Membership;;
- receive one set of IISS publications (over £600 cover value) per year including:
  - *Survival*, the Institute's international relations journal;
  - The *Adelphi Papers* monograph series, providing in-depth analysis of general strategic issues;
  - *Strategic Survey*, an annual review of the year's political and military trends;
  - *Strategic Comments*, online briefings on breaking strategic issues;
  - *The Military Balance*, the authoritative annual inventory of the world's armed forces.
- exclusive access to the Members' website and use of IISS web tools;
- invitations to selected group briefings specifically tailored to Corporate Members' needs with timely and relevant topics and discussions;
- invitations to exclusive networking events for Corporate and Institutional Members such as luncheons, dinners and other events addressed by leading figures from the public and private sectors in London, Washington DC and Singapore;
- invitations to IISS meetings in London, Washington DC and Singapore, seminars and the Global Strategic Review, the IISS members' conference held annually in Geneva (delegate fees not included);

- access to the IISS library's comprehensive collection of books, journals, pamphlets and online resources covering a broad range of current international relations, security and defence topics;

In addition, Corporate Members are entitled to send their full quota of nominees to each event for which they receive invitations even if the named nominee cannot attend, and are also able to transfer nominee membership to another representative within their organisation without being subject to IISS membership election procedures.

**a. Non-Profit Institutional and Embassy Membership, £1,000 per annum**

Colleges and universities, academic departments, libraries, embassies and high commissions may become IISS Institutional Members, a form of basic corporate membership but at a reduced rate. This category of membership is not open to others; however, non-profit organisations may choose to join the Institute at one of the higher levels of membership to benefit from the additional services. The annual fee of £1,000 entitles Non-Profit Institutional and Embassy Members to nominate one representative to the IISS and to receive all the basic Corporate Member benefits.

**b. Basic Corporate Membership, £2,000 per annum**

At this level a member can nominate two representatives to the IISS. Basic Corporate Members also receive up to two sets of publications and two invitations per Corporate Members' event.

**c. Premier Corporate Membership, £10,000 per annum, with following benefits:**

- receive all the benefits of the Corporate Membership package, plus
- nominate up to five representatives to the IISS and receive up to five sets per year of the Institute's publications and five invitations to IISS corporate events;
- priority access to the bespoke consultancy services provided by Arundel Strategic Consultancy;
- key security, foreign policy, political, economic, commercial and technological briefings by accessing the expertise of the Institute's staff and Corporate Advisory Panel for two briefings a year. Briefings may be delivered in person or by videophone, from London or elsewhere;
- receive priority invitations for top Corporate Members to small, exclusive events such as VIP lunches and dinners with keynote international speakers from both public and private sectors;
- priority access to IISS facilities for meetings, briefings, conferences and teleconferences.

**d. Executive Corporate Membership at £25,000 per year, with following benefits:**

- receive all the benefits of the Corporate Membership package, plus
- nominate up to five representatives to the IISS and receive up to five invitations to IISS Basic Corporate events and five sets per year of the Institute's publications;
- five licenses to use the IISS Armed Conflict Database, a unique interactive resource of detailed material on conflicts around the world;
- have one 'Friend of the IISS' place reserved at one major international IISS event annually; either the Shangri-La or the Manama Dialogue, held in Singapore and Bahrain respectively. These two events are the most prestigious global events organised by the Institute;
- priority access to the bespoke consultancy services provided by Arundel House Enterprises Limited;

- key security, foreign policy, political, economic, commercial and technological briefings by accessing the expertise of the Institute’s staff and Corporate Advisory Panel for up to four briefings a year depending on format (e.g. CEO briefings, board briefings, speakers at company events). Briefings may be delivered in person or by teleconference;
- receive priority invitations for top Corporate Members to small, exclusive events such as VIP lunches and dinners with keynote international speakers from both public and private sectors;
- priority access to IISS facilities for meetings, briefings, conferences, and video-conferences.

## Section 2. Membership application and procedure

### **2.1 General requirements**

Application for IISS membership should be in writing and contain the below mentioned documents as required for the appropriate membership category. Application forms can be downloaded from the IISS website or requested from the Institute’s Development and Membership Department.

Individual Members are nominated and endorsed by an IISS Staff Member. In addition, Individual Members can be nominated and endorsed by Individual Members or Associates of the Institute with two or more years’ good standing.

### **2.2 Specific requirements per membership category**

The following documentation is required for attachment to Membership applications. All information submitted to the IISS in application for membership is treated in the strictest confidence and not disclosed at any time outside the Institute.

#### **a. Individual Membership**

- A full CV/Resume to be attached to the application form; to include personal details, education and employment/career history.
- The application form needs to be accompanied by a brief letter outlining the applicant’s interest and motivation for applying to become a Member of the Institute
- Upon formal request by the IISS, individual applicants may be further requested by the Membership Department to provide additional information regarding their current employment or employment history. More specifically, applicants may be requested to provide a written statement describing nature of current occupation and employers, to include detailed information on the following:
  - Legal status of employers (e.g. limited company, partnership etc).
  - Date and place of incorporation/establishment of employers.
  - Activities of employers.
  - Geographic areas of operations of employers.
  - Applicant’s position in employer’s organisation.
  - Applicant’s role within employer’s field of activities, including geographic areas.

#### **b. Corporations/Institutes/Charities or Non-Profits**

The following additional electronic or hard copies may be requested by the Membership Department:

- Certificate of incorporation or similar document(s) showing date and place of incorporation/establishment and legal status.
- Most recent annual report and accounts (showing two years' trading).
- Corporate brochure or other written document describing in detail the entity's activities.
- and geographical areas of operations (this may be included in the report and accounts for larger entities).

**c. Government Departments**

A written statement describing the nature of the department and its status within the government, its activities and geographical areas of operation, and the official or ministry to which it reports.

**d. Embassies**

No additional requirements.

Section 3. Application review

Applicants are admitted as Individual Members, as Corporate Members, or as Associates for those who are in military or government service.

The Department of Development and Membership reviews applications monthly, and recommends approved applications to the Director General and Chief Executive for final approval.

Section 4. Membership terms, dues and renewal

Members are elected for a one year term. Unless notified by the Member, the IISS will automatically renew a Members' term. Membership begins on the first of the month following the date of the day the application is approved.

Membership fees, as stated in Section 1, are due and payable within 30 days of the invoice issue date.

Section 5. Membership reinstatement, termination, resignation and retirement

Membership will be terminated if a member is in arrears of his/her subscription for two months or more after the invoice issue date. Before the termination procedure starts, Members will receive a payment reminder notifying them that publications and other membership benefits will shortly cease.

The reinstatement fee for an Individual Member after termination is £50, **at the discretion of the Membership Department. If reinstatement is approved,** a member can be reinstated within one year of his or her termination. After this period, his membership is deemed as fully lapsed and any ex-member will be requested to file a new application.

Should any member wish to retire or resign from the Institute he/she shall give three months written notice before his/her membership year's end and shall be liable for any subscription up to that date.

The Department of Development and Membership retains the right to recommend to the Director and General and Chief Executive termination or suspension of membership and membership privileges.

## Section 6. Changes and amendments

The Institute may change, amend, or alter the Membership Code as circumstances warrant.

## Section 7. Code of Conduct

All members or associates of and nominees to the IISS agree, by joining the Institute, to uphold a high standard of behaviour and mutual respect.

Members shall behave in a transparent and accountable manner. Members shall not damage the reputation of the Institute. Members who misleadingly or falsely represent their association with the Institute will be subject to immediate termination of membership.

IISS events are conducted objectively and openly. Members attending events shall show respect for their fellow members and for the invitees of the Institute. No aggressive, disrespectful, or discriminating behaviour shall be tolerated.

Any breach of the above mentioned basic rules, during IISS events, shall constitute grounds for termination of membership.

Additional Information:

The IISS has offices in the US and in Singapore with charitable status in each jurisdiction.

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