# **2022 AWS International Section Annual Report Worksheet**

**About this Report:**

The International Section Annual Report allows you to report the details relating to the Section Officers your Section has elected and appointed for the upcoming year (June 1, 2022 - May 31, 2023) as well as other relevant information that will help us to ensure our records are up-to-date and we are able to provide the greatest level of support for your efforts.

If you need clarification on roles and responsibilities, please review the Suggested Duties & Responsibilities for Section Officers and Committee Chairmen: <https://www.aws.org/library/doclib/Suggested-Duties-and-Responsibilities-for-Section-Officers-and-Committee-Chairs.pdf>

Please note: The International Section Annual Report will take approximately 15 minutes to complete and must be completed in a single sitting. The system will not allow you to save your work and return at a later time to complete the form. We encourage you to use this Worksheet to gather the information needed and then proceed to the online form to complete the 2022 AWS Section Annual Report in a single sitting.

If you have any questions or need additional information or support, or if you encounter any challenges while using the worksheet or the online form, please contact Darrill A. Gaschler at 800-443-9353 x 260 or [dgaschler@aws.org](mailto:dgaschler@aws.org).

Thank you for your continued involvement with – and support of – the AWS.

**Name**

Full Name of Person Completing the Report

***\*****Required*

**Are you an AWS Member?**

***\*****Required*

**Role of person completing this report**

Please select the role you hold at the time of this report. If you hold multiple roles, please select the role you invest the most time in.

***\*****Required*

**Email Address**

Please enter the email address of the person completing this report.

***\*****Required*

**AWS International Section**

Please choose the AWS International Section you are completing this report for.

***\*****Required*

**Designated Point of Contact - Name**

All Section Officers and Committee Chairpersons will receive the AWS Section News newsletter and other correspondence intended for all Section leaders. There will be times when AWS Headquarters (AWS HQ) needs to contact someone to relay important information, connect a member seeking to become involved, or to check in on Section activity and/or offer to provide support. Please identify 1 person to serve as the primary point of contact for this type of communication.

***\*****Required*

**Does your Section utilize a dedicated email address to receive email from members?**

Being accessible to those interested in Section activity is critical to a Section's success. Does your Section utilize a dedicated email address to receive email from members?

***\*****Required*

**Section Activity - Beginning Month**

Please select the month that your Section's activity typically begins for the year.

***\*****Required*

**Section Activity - Ending Month**

Please select the month that your Section's activity typically ends for the year.

***\*****Required*

**How many meetings did your Section complete during the 2021-2022 Section season?**

***\*****Required*

**Please list the date, topic, speaker, location, and approximate attendance of the meetings you conducted during the 2021-2022 Section year.**

Please list each meeting's details beginning with a number. For example: 1. September 1, 2021; General Section Meeting; No Speaker; Zoom; 15 in attendance 2. October 14, 2021; Technical Talk; Ellen Ochoa and Michael Coats; Johnson Space Center; 63 in attendance 3. February 20, 2022; Annual Welding Competition; 100 in attendance (75 in person, 25 online) If you did not host any meetings during the 2021-2022 year, please reply "N/A".

***\*****Required*

**Did your Section host any "signature" events during the 2021-2022 year?**

What do we consider a "signature" event? A signature event is an event that is conducted regularly and well known by people (members and non-members alike) in the area. The AWS Central Arkansas Section's Annual Thomas B. Schueck Memorial Benefit Bass Tournament, AWS Detroit Section's Sheet Metal Welding Conference, and AWS Northern Plains Section's Behind the Mask Welding Competition are a few examples of signature Section events.

***\*****Required*

**Does your Section sponsor representatives of the Section to attend any of the FABTECH shows? \*FABTECH will take place in Atlanta, GA from November 8-10, 2022.**

A Section sponsor would be where the Section pays some or all of the costs involved in a member's attending FABTECH. This could be any combination of travel (airfare or mileage reimbursement), lodging, conference registration, meals, or other related expenses.

***\*****Required*

**Has your Section completed the process of electing/appointing leaders for the 2022-2023 Section season?**

The 2022-2023 Section season will begin June 1, 2022 and run through May 31, 2023.

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**Are there any roles other than those listed above that the Section recognizes and has a member serving as a leader of?**

***\*****Required*

**Does your Section Host a Section Library?**

An AWS Section Library is comprised of publications, and possibly other resources, that a Section has been granted by AWS HQ, purchased on its own, or gained through some other source. A Section's Library is intended to serve as a member benefit, enhancing the value of your Section to the members it serves. As such, we want to ensure we have the correct information on file so members who seek information about their Section's Library are able to locate it.

***\*****Required*

**Financial Information**

Did your Section have any financial transactions during the 2021-2022 year? A financial transaction could be a credit (funds added to the Section's financial account) or a debit (funds removed from the Section's financial account).

***\*****Required*

**Please upload the financial statements from the institution used to maintain your Section's financial account. The period of time from June 1, 2021 through May 31, 2022 should be included. If your Section does not maintain an account with a financial institution, please upload a document outlining how your Section maintains its finances.**

Be prepared to upload files within this area of the online report form.

***\*****Required*

**Successes**

What successes has your Section experienced during the most recent season of activity (June 2021 through May 2022)? \* Be as brief or detailed as you would like.

***\*****Required*

**Challenges**

What challenges have prevented your Section from effectively engaging members during the most recent season of activity (June 2021 through May 2022)? \* Be as brief or detailed as you would like.

***\*****Required*

**Feedback**

Please feel free to leave any additional feedback that you would like AWS HQ and/or the AWS Board of Directors to be aware of.

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