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Exciting Plans for Closer Cooperation Between ITAA and EATA

by ITAA President Diane Salters and
EATA President Krispijn Plettenberg

As the presidents of ITAA and EATA, we are excited to announce to members the beginning of a new phase of closer cooperation and interaction between our two associations. Although ITAA and EATA have worked mostly independently from each other, we do serve a common community of TA people all over the world. In the past couple of years, exchange of ideas, support, and new shared initiatives intensified organically. This led to a joint meeting of ITAA's Board of Trustees (BOT) and EATA's Executive Committee during the 2017 Berlin TA World Conference. Then and there, we realized that there is a fruitful opportunity to work more closely together.

Following early discussions between us, the EATA Council, in June, decided to financially support the production of the *Transactional Analysis Journal* for the next 5 years. EATA fully agrees on the importance of TA publications for both research and practice and recognizes the *TAJ* as an important means to this end. EATA's financial contribution underlines our appreciation for the efforts of the *TAJ* staff and ITAA to develop and promote TA worldwide in



Diane Salters



Krispijn Plettenberg

publishing a high-quality, peer-reviewed, multicultural journal. This will make a huge difference to the sustainability of the *Journal* and recognizes its importance not just for ITAA members but for the much wider TA community. The ITAA gratefully acknowledges this support.

The EATA Council further resolved to undertake, with ITAA, to set up an international task force to look at how EATA and ITAA can collaborate in the future over the many areas of common interest, even to the extent of investigating the possibility of joining to form one worldwide body that could represent all TA practitioners. The task force will be staffed by people from both organizations and external resources. They will set up a project and process structure first. Consultation with a broad representation of our members is crucial and will be done.

We had stimulating and exciting joint discussions at the ITAA BOT meeting in Kochi and agreed on the establishment of the international task force. This was followed by a creative workshop about the future of the ITAA in the worldwide TA community, which resulted in all sorts of interesting ideas from participants. Together with the results of the ITAA member survey (details of which will be published soon), this gave us a clear mandate to become involved in these closer links.

Where this will take us in the months ahead we do not yet know, but we are clear that we hold a vision of close collaboration and the building of a worldwide TA community that has the structures—whatever they might prove to be—to maintain and standardize our training excellence, to stimulate the development and acceptance of TA internationally, and to ensure local creativity and adaptability. Because this will be a process that has an

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EATA President Krispijn Plettenberg can be reached at krispijn@stayamazedeveryday.com.

impact on both organizations and our members, thoroughness is more important than speediness.

We will keep members informed on a regular basis as we go forward with this project. 📍

Call for Proposals for the 2019 TA Conference in Raleigh, North Carolina

You are invited to submit a workshop proposal or paper for the 2019 Transactional Analysis Conference at the Raleigh Marriott City Center from 31 July – 3 August 2019 in Raleigh, North Carolina, USA. The website is www.TAConference2019.com. The deadline for submissions is 31 January 2019.

The conference theme is “Promoting Equality and OKness: Healing the Divisions in Our World.” This TA conference is cosponsored by the Southeast Institute for Group and Family Therapy, the International Transactional Analysis Association, and the USA Transactional Analysis Association. The conference celebrates 50 years of working for racial, economic, and social justice at Southeast Institute for Group and Family Therapy. Our present cultural moment calls for narratives of inclusion and equity, for fostering human dignity and worth, and for cooperation among diverse communities and individuals as antidotes to narratives of competition and exclusion. Historically, TA’s founder Eric Berne believed that all people have worth, value, dignity, and the capacity to think for themselves. These tenets are uniquely suited to help us respond to this moment with individuals, groups, and communities.

We seek advanced proposals from a diverse group of presenters within and across the four fields of TA application (psychotherapy, counseling, education, and organizations). We welcome proposals from TA professionals as well as from practitioners and teachers of other approaches to human communication, change, and health. Selection will be based on the proposal’s completeness, relevance to the theme and our audience, qualification for continuing education credit, and advancement of TA theory and practice. Consistent with principles of diversity and inclusion, proposals of 1.5 hours and 3 hours will be considered for workshops; papers will be 45 minutes. Proposals based on current research, integration of TA with other disciplines, professional ethics, and innovative approaches are encouraged.

Please send your proposals via the website (www.TAConference2019.com) no later than 31 January 2019.



Post Kochi Report

by Diane Salters

As you will have seen from the previous issue of *The Script*, the Kochi conference was an amazing success despite the flooding. Indeed, perhaps it would be more accurate to say that we all drew together more fully as a community because of it and showed our very best selves.

It was also, I am pleased to say, a time when a good deal of business was completed by the ITAA Board of Trustees (BOT), and a lively workshop was held on the future of the ITAA in the worldwide TA community. This was followed by a very well-attended annual general membership (AGM) meeting.

You will see in this *Script* (see page 1) a joint statement from me and Krispijn Plettenberg that covers the current and future program of cooperation between our two organizations. I think this is the most exciting and significant development in the TA community for many years. This is a vision that many of us have long held and that is also clearly supported by those members who responded to the ITAA membership survey or attended the future of the ITAA workshop. We will keep you fully informed of progress as the work of the international task force unfolds.

The members of the BOT have also been working conscientiously to get

“The members of the BOT have also been working conscientiously to get our own ITAA house in good order.”

our own ITAA house in good order. For your information, the board reports, board minutes from Kochi, 2017 financial report for 2017, and AGM minutes are either already posted on the members-only section of the ITAA website or will be soon.

We resolved to increase the fees for all categories of ITAA membership except student members. This will take effect from January 2019 and means that after that date, whenever your membership falls due, you will need to pay the increased fee. The fees have not been increased for 5 years, which is not a sustainable position. We were aware of the need to do this earlier but decided to wait until we had done a full review and update of the TAlent program. This review was reported on in the September 2018 issue of *The Script*. Having done that, we could attend to the fee increase, which will be as follows (amounts in USD):

We also realized, looking at the responses to the membership survey, that the website, although much improved, still needs upgrading to be more attractive and user friendly. This is now being undertaken. The directory of members was another item that featured strongly as significant to our members, and we are in the process of developing that. We hope that it will be up and running soon.

Other feedback from the survey is being processed and issues identified. The survey itself will be reported on in the December *Script*, and matters arising from it will make their way onto the agenda during the new year.

The members of the BOT and I look forward to serving you and representing your interests. Please keep us informed about your needs and priorities. 📧

Diane Salters is ITAA President and can be reached at disalters15@gmail.com.

Membership

Category	Regular	Supporting	Retired	Student
Full	185	135	120	90
TAlent 1	101.75	74.25	66	49.50
TAlent 2	46.25	33.75	30	22.50

Appreciating the Meaning and Value of ITAA's Awards

by Sumithra Sharatkumar

We are delighted to present the following interview by ITAA Secretary Sumithra Sharatkumar with ITAA Vice President Research and Innovation Steff Oates and former ITAA President C. Suriyaprakash. We hope it will help ITAA members better understand the association's awards and encourage nominations.

Sumithra: Perhaps we could start by talking about why there is an ITAA awards system.

"I think this way of giving recognition is particularly important in our worldwide TA community. It allows us to honor some of the tremendous work being carried out or special ways of being embodied by some colleagues that is underpinned by TA philosophy."

Suriya: Awards are often established in communities or societies to recognize members' contributions to various aspects of the group's activity. They can inspire other members to engage with the community at

a deeper level and contribute to its development. They also demonstrate to group members what is expected of them in order to be valued, responsible members of the group.

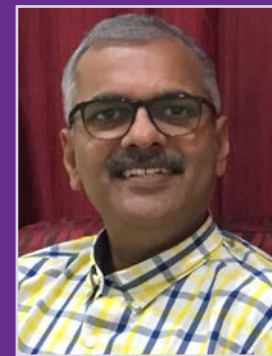
Steff: I think this way of giving recognition is particularly important in our worldwide TA community. It allows us to honor some of the tremendous work being carried out or special ways of being embodied by some colleagues that is underpinned by TA philosophy.

Sumithra: There are six awards, including the Eric Berne Memorial Award (EBMA), the ITAA Research Award (ITAARA), the Muriel James Living Principles Award (MJLPA), the Hedges Capers Humanitarian Award (HCHA), the Robert and Mary Goulding Social Justice Award, (RMGSJA), and the ITAA Service Award (ITAA-SA). How do they differ?

Suriya: Each recognizes accomplishments in varied aspects of the growth and development of TA as a theory and practice or the ITAA as an organization. While the EBMA and the ITAARA recognize contri-



Sumithra Sharatkumar



C. Suriyaprakash



Steff Oates

“Nominating someone is a gratifying experience because it allows me to present to the world a model of desired personal/professional traits, attitudes, and behaviors. I think it is important to look for individuals we would want to emulate to create a healthy society and a sustainable world.”

butions to the development of TA theory and application, the MJLPA, HCHA, and RMGSJA recognize outstanding service using TA in various social contexts, inside and/or outside the ITAA. The EBMA is given for development of new theory or application, and the ITAARA is given exclusively for research. The MJLPA recognizes living the principles and philosophy of TA while spreading it, and the HCHA and the RMGSJA are given to those who apply TA to impact societal norms and bring about social transformation. The ITAASA recognizes someone’s contribution in serving the growth and development of our association.

Steff: As Suriya has said, there are many ways in which active ITAA members can be recognized for the contribution they make. Other members can be active in making nominations to recognize such individuals.

Sumithra: Who can be put forward for an award?

Suriya: The criteria are spelled out in the awards guidelines on the ITAA website at <https://www.itaaworld.org/itaa-awards>. Any member can nominate any other member for an award.

Steff: I like to nominate someone whom I know fits the criteria and yet may not expect an award. There are so many members who go about their work and who are as they are just because it comes from their essence, not from any need for recognition. I think it’s lovely to surprise that kind of person with an award.

Sumithra: How does the nominations process work?

Suriya: The call for nominations is always on the ITAA website and is also published in *The Script* in September–December. The nomination deadline is 1 December for the EBMA and 1 January for the other awards. When a member is aware of another

member who fulfills the criteria for one of the awards—especially if he or she has personally felt the impact of someone’s life/work and/or has witnessed that person’s effect in transforming self and others, the nominator can submit a nomination individually or join with others to make a nomination. The process is fairly simple, and the guidelines are on the website.

Steff: I want to add that sometimes a nominator or group of nominators may decide not to inform the nominee so that the award can be a surprise. That can be a very moving and important gesture. This flexibility does not apply to the EBMA award, however, as the nominee must be informed in advance because he or she is invited to suggest additional materials in support of the nomination.

Sumithra: I know each of you has both received an award (Suriya the MJLPA and Steff the ITAASA) and nominated people to receive one. What is it like to both receive an award and nominate someone else?

Steff: One of the joys for me in nominating someone was to gather together a team of folks who I knew shared my appreciation of the person I wished to nominate. For my last nomination, there were five or six others who deeply appreciated the chance to recognize the person I had in mind but just had not thought of doing it that way. It was wonderful developing together a picture of our chosen nominee from a number of different perspectives. The greatest pleasure for me in receiving my award was reading what the nominating team said about me. I know I am not the only one to be moved to tears

Award Nominations Sought

Eric Berne Memorial Award

Deadline: 1 December 2018

Send EBMA nominations to committee chair Lis Heath at lis.heath@gmail.com

Hedges Capers Humanitarian Award

Muriel James Living Principles Award

ITAA Service Award

Goulding Social Justice Award

Deadline: 1 January 2019

Send nominations for the Capers, James, Goulding, and Service Awards to ITAA Secretary Sumithra Sharatkumar at sumithrask@gmail.com

ITAA Research Award

Deadline: 1 January 2019

Send nominations for the ITAA Research Award to committee chair Susan George at susangeorge4@yahoo.com

See the ITAA Web site at www.itaaworld.org/itaa-awards or contact the ITAA at info@itaaworld.org for details on making nominations for these awards.

by that experience. Strokes that I may have heard verbally but had not been able to digest were there in front of me in black and white plus some intriguing aspects that people had seen in me that I really hadn't considered and completely loved. Receiving the award at a conference was actually a real challenge to my stroke filter. I remember standing somewhat abashed in front of the AGM but proud to my boots of being noticed for my contributions.

Suriya: For me, nominating someone is a gratifying experience because it allows me to present to the world a model of desired personal/professional traits, attitudes, and behaviors. I think it is important to look for individuals we would want to emulate to create a healthy society and a sustainable world. A nomination is more than recognizing an individual; it is a process of active participation in creating a better world. On the other hand, receiving my award was both a joyous and a humbling experience, especially realizing that I was found worthy by my colleagues. Receiving an award gave me a heightened sense of responsibility because I realized that my actions would be seen a bit differently and I want to make sure that they are consistent with being a MJLPA recipient.

Sumithra: Thanks so much to you both for highlighting the nature, process, and importance of ITAA's awards. I am sure that going forward our members will be more involved in this process now that we all better understand the value they bring to our TA community.

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Keeping In Touch

Call for 2018 Research Funding Applications: The EATA Theory Development and Research Committee (TDRC) is calling for applications for their research funding grant program for 2018-2019. Applications are now being accepted. The focus of this call is research projects that (1) support statutory recognition of transactional analysis (experimental and evaluative projects; systematic and meta-analytic reviews) or (2) test and define TA theory (using a range of methodologies). **The deadline for applications is 30 November 2018.** The awards will be made by 1 March 2019. The maximum grant available is 30,000 Euro. The committee could decide to fund several smaller projects or one large project. Download the application forms at www.eatanews.org.

The 33rd Latin American Transactional Analysis Congress will be held 27-30 November 2018 in Salvador, Bahia, Brazil, on the theme of "Views, Possibilities, Solutions." The conference, sponsored by the Latin American TA Association (ALAT) will have as its keynote speaker Jesús Cuadra, TSTA, from Spain. Participants will examine transactional/relational aspects that will help them to survey the most important aspects of human relationships and their conflicts and resolutions. The hope is to use aspects of TA to help those who suffer psychosocial conflicts. This will be an important event in which new TA concepts as well as experiences of TA around the world can be shared. In addition to the academic activities, the congress will offer a preconference course, ALAT exams, an ALAT board assembly, elections, roundtables, and presentations in all fields of TA. "There will also be an opportunity for camaraderie and unforgettable sightseeing in Salvador, the first capital state of Brazil," says Antonio Pedreira, honorary congress president. For more information, visit <https://www.alat.info/>

The 2019 UKATA National Conference will be held 10-12 May at the Hilton Birmingham Metropole National Exhibition Centre, Birmingham, United Kingdom. Hosted by the UK Association for TA, the theme will be "Attachment and Autonomy: Celebrating Psychological Health," and the keynote speakers will be Judy Yellin, who will bring her perspective on the conference theme, and Adrienne Lee, who will consider her 10 key discoveries from her years of practice. In addition, there will be workshops from all fields of TA, a UKATA members meeting, drinks receptions to celebrate life and to appreciate the work of volunteers within UKATA, the awarding of UKATA medals, food, friendship, music, magic, and dancing. Sponsors' trade stands with important information about professional services and CPD courses will also be provided. For additional information, visit www.ukatanationalconference.co.uk.

Important Training News

Make Sure You Receive the PSC Update

During the trainers' meeting in Kochi, India, some participants said that they did not receive the last PSC Update, which was sent in March 2018. If you are a PTSTA or TSTA and did not receive it, please send your current email address with the subject line "PSC Update" to Janet Chin at iboc@itaaworld.org. She will probably then ask you for consent to use your email address. Please also check with your PTSTA and TSTA colleagues and ask them to notify us if they have not received PSC Updates in 2018.

PSC Update

The PSC Update is the bulletin of the Professional Standards Division of the ITAA (IBOC and PSC). This bulletin will inform you about new decisions and developments in training standards, exams, regulations, and ethics. Please share this information with your colleagues and trainees.

The PSC Update will appear at irregular dates, whenever crucial new developments and decisions have been made by the IBOC and the PSC. From time to time, the PSC Update may keep members informed about contemporary best practices and current issues in training and ethical decision making. We urge you to participate in these discussions by sending us your views and comments, which you may address to jedowson@sfu.ca.

Vice President of Professional Standards: Thorsten Geck

Chair of the IBOC: Karen Pratt

Cochairs of the PSC: Janice Dowson, Update Editor, and Charlotte Daellenbach, Handbook Editor

Dear Colleagues:

This bulletin will inform you about the highlights from the ITAA-SAATA Kochi conference trainers' meeting. Please note that all changes made by the IBOC/PSC have been posted in the online handbook at <http://www.itaaworld.org/training-and-certification-transactional-analysis> and come into immediate effect, although candidates have the choice to follow the old guidelines until March 2019.

In the midst of serious flooding in Kerala, including loss of life and property, we managed to gather in Kochi for a trainers' meeting on the morning of 15 August 2018. Committee members who were present included Charlotte Daellenbach, Janice Dowson (via Zoom), Karen Pratt, and Chitra Ravi. The meeting was chaired by Thorsten Geck.

The PSC informed meeting attendees about recent activities, including updating the ITAA training handbook and aligning it further with the EATA training handbook. The PSC has revised the ethics section of the handbook, which is now designed with educational purposes in mind to identify contemporary perspec-

tives on ethical issues for ongoing, open conversations within a transactional analysis training program. This ethics section needs BOT ratification before publication in the ITAA handbook.

The IBOC reviewed current certification and exam process and procedures, including the following:

- The IBOC explained that queries related to information contained in the handbook will be referred to the handbook because we endeavor to promote candidate and supervisor autonomy as well as increased familiarity with the handbook.
- The process for handling exceptions was reviewed, and the IBOC remains committed to upholding the standards and regulations while taking into account human interest.
- The PSC clarified that any changes in the exam routines that are announced in the handbook on the website will have a 1-year transition time. In the case of revisions published in The Update (2018:1), the changes will start to be enforced in March 2019, 12 months after they were communicated to trainers. Thus, previous regulations may be followed until March 2019. Professional Standards will maintain the previous handbook version and will have it available for documentation and comparison.

Kochi Trainers' Meeting Report

At this year's trainers' meeting, time was devoted to answering trainers' questions as well as to discussing concerns, future tasks, and challenges for the trainers' community.

- Many trainers in the room reported they did not receive the previous PSC Update (2018:1). The professional standards committee will review the mailing list for future updates from the PSC and the IBOC and will publish this Update in *The Script*.
- There was a discussion about bringing the certification bodies of the ITAA and EATA together. Practical benefits such as a single handbook for training and certification worldwide and reduced confusion or misunderstanding were among the advantages identified.
- A suggestion was made to rephrase the questions in section

D of the CTA exam in support of alignment with university masters level work, which may help build recognition of transactional analysis standards within the academic community. In the future, PSC and IBOC intend to update the competencies in the four fields and to reach out for membership support in this endeavor.

- Interest in the title of "CTA trainer" was raised. The IBOC explained how the CTA trainer path works and how this is not a specific professional designation within the ITAA. However, the PSC and the IBOC will monitor interest shown in this level of certification.

As ITAA Vice President Professional Standards, Thorsten Geck expressed his thanks to PSC members Charlotte Daellenbach and Janice Dowson for their thorough, caring, and insightful work on the standards and his gratitude to the IBOC chair Karen Pratt for her constant caretaking efforts with regard to the exams process. He also thanked Chitra Ravi, who is now leaving the cochair position to take on the role of ITAA Vice President Operations, for her ongoing work as cochair for the past 5 years. Finally, appreciation from IBOC and PSC was extended to Janet Chin, our office manager, for her invaluable work. We look forward to your views, questions, and comments in our ongoing professional training and standards discussions. 📞

the SCRIPT

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Publication of articles and advertising in *The Script* does not imply endorsement by the newsletter, the editors, or the ITAA.

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EXAM CALENDAR

Exam Date	Exam	Cert. Body	Location	Application Deadline
1-2 Nov 2018	CTA	COC	Lyon, France	*
8-9 Nov 2018	CTA	COC	Köln-Rosrath, Germany	*
7 December 2018	CTA	COC	Belgrade, Serbia	*
8-9 May 2019	CTA	COC	Birmingham, UK	*
2-3 July 2019	CTA	COC	Ukraine	*
30-31 July 2019	CTA	IBOC	Raleigh, NC, USA	30 Apr 2019
7-8 November 2019	CTA	COC	Köln-Rosrath, Germany	*
9-10 November 2019	CTA	COC	Belgium	*
1-2 Nov 2018	TSTA	COC	Lyon, France	*
8-9 Nov 2018	TSTA	COC	Köln-Rosrath, Germany	*
8-9 May 2019	TSTA	COC	Birmingham, UK	*
2-3 July 2019	TSTA	COC	Ukraine	*
30-31 July 2019	TSTA	IBOC	Raleigh, NC, USA	30 Jan 2019
7-8 November 2019	TSTA	COC	Köln-Rosrath, Germany	*
1-3 Dec 2018	TEW	COC	Zagreb, Croatia	*
23-25 March 2019	TEW	COC	France	*
July 2019	TEW	COC	Cherkassy, Ukraine	*
4-6 August 2019	TEW	IBOC	Raleigh, NC, USA	4 Nov 2018
1-3 December 2019	TEW	COC	Italy	*

*For CTA and EAM deadlines see the EATA Handbook or contact the EATA Supervising Examiner.

For more information about IBOC exams, see www.itaaworld.org.

For further information on COC exams, see www.eatanews.org/examinations/.

Call for ITAA Board Nominations

The following position is open for nominations now.

Deadline for nominations:
1 February 2019 5pm PST

Regional Trustee (nomination and election only by members of the region):

European region trustee
(2019-2021)

Nominations require the name and consent signature of the nominee (it may be yourself), the name of the person making the nomination (if not the nominee), and the name of two people seconding the nomination (one may be the person making the nomination). To be eligible for nomination, trustees may not have already served two consecutive terms of office in any position on the board. Position statements (charters) that describe the function and selection criteria for each of the officer positions are available on the ITAA website at itaaworld.org and from nominations chair Julia Tolley at j.tolley1@sky.com. Nominees are encouraged to read and understand these and the full nomination/election documents before accepting nomination.

Send nominations to ITAA Nominations Chair Julia Tolley at j.tolley1@sky.com.

Those who accept nomination to the above position must sign the “Rules for Candidates Seeking Election” (see this page), which they will receive from Julia Tolley and are also posted on the ITAA website. They must also email a written statement (maximum of 250 words) and digital photo to Julia as soon as possible and no later than the 1 February 2019 deadline.

Election Procedures: As per the ITAA bylaws, if there is no more than one candidate per position, there will be no ballot, and the results of the election will be announced in *The Script* newsletter. An unopposed candidate will take up his or her position following the annual general meeting (AGM). If there is more than one nominee for a position, a ballot will be sent to all voting members within 45 days after the close of nominations. The deadline for return of ballots is 45 days from the date of mailing. The results of the election will be announced to the candidates within 45 days after the election results are determined.

If you have not already submitted a Consent to Use of Electronic Transmissions so that you are eligible to vote electronically in case of a ballot, we urge you to do so immediately by visiting [here](#).

Rules for Candidates Seeking Election

3.4 Election Campaign Guidelines

Preamble. These guidelines are intended to assist in maintaining a spirit of collegiality and essential fairness in all ITAA elections and to keep the amount of campaigning and electioneering for trustee positions within established procedures. They also offer a procedure for identifying a campaign violation and spell out the consequences.

3.4a Endorsement of Candidates

- i. Individual members may endorse candidates for elected positions within the ITAA provided that such endorsement makes clear that it represents the personal view of the endorser. If such personal endorsements are made by individuals holding an elected, appointed, or honored position within the ITAA, they may not mention their position within the organization as part of the endorsement.
- ii. ITAA resources may not be used for the purpose of supporting any one candidate over another.

- iii. The electioneering use of online, social media, newspaper/newsletter, or journal advertisements, as well as setting up websites and social media pages, is prohibited.
- iv. The association's newsletter may be used to report the candidacy of nominees and election results provided that the report is included as a news article and all candidates for a nominated position are represented.
- v. The staff of the ITAA are to refrain from electioneering in any form, including making personal statements regarding the qualifications of any candidate.

3.4b Campaign Statements

- i. Candidates may make written statements to appear in the ITAA newsletter at such time as the nominations are announced therein. Such statements will be confined to a discussion of issues facing transactional analysis and the ITAA as well as a brief personal biographical sketch. Statements from nominees for all positions may not exceed 250 words. Statements exceeding the word limit will be edited down at the discretion of the ITAA Managing Editor.

3.4c Campaign Spending and Membership Appeal

- i. Mass mailings, including mass emails, on the part of a candidate seeking nomination or election or on behalf of that candidate by other individuals or organizations is prohibited. Although it is appropriate for nominees for elected positions within the ITAA to communicate their platforms and qualifications to the membership (see item ii below), mass mailings are deemed inappropriate because they create

the possibility of unfair economic advantage for some nominees.

- ii. Individual personal letters, including emails or phone calls to friends and colleagues, are appropriate.
- iii. Form letters or "Dear Colleague"-type letters or emails sent by an individual or a group of individuals to a group of persons on a mailing list are not acceptable practice.
- iv. Setting up a website, distributing an electronic poll, and/or using social media in such a way that it may be deemed to be part of a future or ongoing election campaign is also not acceptable.

3.4d Dissemination of Information on Electioneering

- i. These election guidelines will be published in *The Script* newsletter at the same time and along with the announcement of the list of nominees for the year if there is at least one contested position and therefore an election ballot.
- ii. The ITAA Nominating Committee chair will mail a copy of the election rules to each candidate at the time his or her nomination is official. For nominations to be accepted, nominees must sign and date the rules form.

3.4e Reporting a Violation of Campaign Procedures

- i. Any member who suspects that he or she received or viewed com-

munication from a nominee or on behalf of a nominee that violates these election guidelines may file a complaint by emailing the ITAA Secretary.

- ii. Members are encouraged to first reach out directly to any such nominee to clarify his or her intent and to give the person feedback about the communication in question.

3.4f Violation of Election Guidelines

- i. These guidelines are posted on the ITAA website.
- ii. All nominees are expected to know the guidelines and will therefore be held responsible for following them even before the guidelines have been sent to them when their nomination is submitted. Any behavior counter to the guidelines, therefore, is considered a violation of campaign procedures.
- iii. The ITAA Board of Trustees will contact any nominee thought to be in violation of these guidelines as part of an inquiry into his or her actions.
- iv. If the Board of Trustees judges the nominee to be in violation of the guidelines, the person's nomination will be rescinded for that election cycle.
- v. The nominee will not be prevented from participating in future election cycles. ⑥

Nominee Signature: _____

Date: _____