

WORLD FEDERATION FOR ULTRASOUND IN MEDICINE AND BIOLOGY

NEXT GENERATION WORKING GROUP TERMS OF REFERENCE

August 2026

Document control

Working Group name	WFUMB Next Generation Working Group
Group type	Time-limited working group / pilot
Established under	Executive Board (ExB) resolution
Reports to	Executive Board
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Review point	Following the WFUMB Congress in Lima
Document owner	WFUMB Administration Manager
Version	Final

1. Status and governing framework

1.1 The WFUMB Next Generation Working Group (the Working Group) is a time-limited working group of the World Federation for Ultrasound in Medicine and Biology, Inc. (WFUMB). It is established as a pilot to enable work to commence promptly while WFUMB considers the longer-term role and governance status of a Next Generation body.

1.2 The Working Group is established by the ExB and is accountable to the ExB.

2. Purpose

The purpose of the Working Group is to support WFUMB's engagement with medical students and early-career ultrasound professionals by encouraging and promoting ultrasound education, creating a forum for discussion and exchange across the Affiliated Federations, and fostering international professional and scientific connections.

As a time-limited pilot, the Working Group will apply this purpose through the planning and delivery of Next Generation activity for the WFUMB 2027 Congress in Lima, including the Student Ultrasound Congress Day, while testing an appropriate model for future Next Generation engagement within WFUMB.

3. Role and scope

The purpose of the Working Group is to strengthen WFUMB's engagement with medical students and early-career ultrasound professionals, promote ultrasound education, provide opportunities for international exchange and collaboration, and encourage the development of the next generation of ultrasound leaders within the global WFUMB community.

As a time-limited pilot, the Working Group will pursue these aims through the planning and delivery of Next Generation activities associated with the WFUMB 2027 Congress in Lima, including the Student Ultrasound Congress Day, while evaluating an appropriate model for future Next Generation engagement within WFUMB.

Within that defined remit, it will:

- develop and recommend the objectives, format and content for the Student Ultrasound Congress Day and other agreed Next Generation activities associated with the WFUMB 2027 Congress;
- provide a forum for input from medical students and early-career doctors and sonographers across the WFUMB Affiliated Federations;
- work with the local organising committee of the WFUMB 2027 Congress in Peru, as relevant, to ensure Next Generation activity is coordinated with the broader Congress program;
- engage with relevant student organisations, including the International Federation of Medical Students' Associations (IFMSA), where relevant to the agreed work program;
- support appropriate communication and engagement with registered Next Generation delegates and stakeholders in the lead-up to and around the WFUMB 2027 Congress, where approved; and
- evaluate the pilot, capture lessons and make recommendations to the ExB on the future role, scope and governance status of Next Generation activity following WFUMB 2027 Congress.

The Working Group will operate within this agreed pilot remit and will refer any proposed activities extending beyond it to the ExB for consideration.

4. Authority

4.1 The Working Group is advisory. It may review, consult, develop proposals and make recommendations within its approved remit, but it does not have executive or policy-making authority and cannot bind WFUMB.

4.2 Within its approved remit, the Working Group may invite relevant WFUMB representatives or external experts to contribute to specific discussions.

4.3 The Working Group must not, unless specifically authorised by WFUMB:

- enter into contracts or make commitments on behalf of WFUMB;
- incur expenditure outside an approved budget or delegation;
- direct WFUMB officers, staff, contractors or other committees or working groups;
- issue public statements or represent WFUMB externally;
- expand its remit beyond the WFUMB 2027 Congress-focused purpose set out in these Terms of Reference; or
- create subgroups or delegate its responsibilities without ExB approval.

4.4 Specific delegated authority: None.

5. Composition and appointment

5.1 The Working Group will seek representation from each WFUMB Affiliated Federation and will comprise, where practicable:

- one medical student nominated by each Federation; and
- one early-career doctor or sonographer, within the first five years post clinical qualification, nominated by each Federation.

In seeking nominations, WFUMB will encourage an appropriate balance of geographic, professional, cultural and gender diversity across the Working Group.

5.2 The IFMSA Education Liaison Officer, or nominee, may be invited to participate as a non-voting liaison member of the Working Group.

5.3 Affiliated Federations may nominate candidates, but membership of the Working Group is by appointment of the ExB, subject to confirmation by the AC.

5.4 Appointments are for the life of this Working Group only and do not create an entitlement to appointment to any future committee or working group.

5.5 A member's appointment may be reviewed if, without reasonable cause, the member is absent from two consecutive meetings or is unable to fulfil the responsibilities of membership. Any replacement will follow the same nomination, appointment and confirmation process.

5.6 If a member resigns or otherwise ceases to hold office during the life of the Working Group, a replacement may be appointed for the remainder of the Working Group's term. Any replacement will follow the same nomination, appointment and confirmation process set out in these Terms of Reference.

6 Voluntary service and expenses

Working Group membership is voluntary and unremunerated. Membership of the working group does not automatically confer entitlement to funded travel, accommodation or Congress registration. However, WFUMB may provide financial or other support where specifically approved and subject to available resources.

7. Chair

7.1 The Chair will be appointed by the ExB from among the Working Group members, subject to confirmation by the AC. The ExB may also appoint a Vice-Chair if required.

7.2 The Chair is responsible for:

- leading the Working Group and maintaining its focus on the agreed remit;
- agreeing the meeting schedule, work plan and agendas;
- promoting active, respectful and inclusive participation;
- ensuring recommendations, decisions and actions are clear;
- ensuring appropriate records of meetings, decisions and actions are maintained, recorded and provided to the ExB.
- managing conflicts of interest in accordance with WFUMB policy; and
- reporting progress and recommendations to the ExB.

7.3 In the Chair's absence, the Vice-Chair, if appointed, will chair the meeting. Otherwise, the members present may nominate a member to chair that meeting.

8. Meetings

8.1 The Working Group will meet at least once every two months between establishment and the WFUMB Congress in Lima in May 2027, and more frequently where required to deliver the agreed work program. Meetings will ordinarily be held electronically to support international participation and efficient delivery.

8.2 Additional meetings may be called by the Chair where necessary to meet Congress planning deadlines.

8.3 Members are expected to attend by approved electronic means unless an in-person meeting has been specifically authorised.

9. Quorum and decision-making

9.1 Quorum is more than half of the appointed voting members.

9.2 The Working Group will aim to reach recommendations by consensus. Where consensus cannot be reached, a recommendation will be determined by a simple majority of voting members present and entitled to vote.

9.3 The Chair does not have a casting vote.

9.4 Any recommendation made without a quorum must be referred to a subsequent quorate meeting or to the ExB for consideration.

10. Conflicts of interest, conduct and confidentiality

10.1 Members and invitees must disclose any actual, potential or perceived conflict of interest when appointed, when circumstances change and at the beginning of each meeting in relation to the agenda.

10.2 Conflicts will be managed in accordance with the WFUMB Conflict of Interest Policy. The disclosure and agreed management action must be recorded in the minutes.

10.3 Members must respect the confidentiality of information identified as confidential or which, by its nature, should reasonably be treated as confidential. Public communication on behalf of WFUMB requires appropriate authorisation.

10.4 Members must conduct the activities of the Working Group in an inclusive and non-discriminatory manner consistent with WFUMB's ethical standards.

11. Review /Continuation

11.1 These Terms of Reference may be amended during the pilot only with approval through the same authority used to establish the Working Group.

11.2 Any proposed expansion beyond the defined remit must be referred to the ExB before additional work is undertaken.

11.3 Following the WFUMB 2027 Congress, the Working Group will submit a brief report to the ExB evaluating the pilot, including participation, activities undertaken, outcomes, lessons learned and recommendations for future Next Generation engagement. Then retain the three possible outcomes: conclude, continue for a defined period, or propose another governance structure.

11.4 Continuation as a working group does not automatically create a standing committee or permanent governance body.

Approval

Approved by	Executive Board, subject to Administrative Council confirmation
Approval date	[Insert date]
Effective date	[Insert date]
Related documents	WFUMB Constitution; Bylaws; Strategic Plan 2026–2031; Conflict of Interest Policy; relevant Congress and Education governance documents