REGULATIONS OF THE
33rd INTERNATIONAL CONGRESS OF ACTUARIES (ICA 2026)
TOKYO, JAPAN – 2026

The Regulations of the Congress are to be approved by the Council of the International Actuarial Association (IAA).

Article 1. Organization, Date and Place of the Congress
The 33rd International Congress of Actuaries will be hosted by the Institute of Actuaries of Japan (IAJ) in conjunction with the IAA Council. ICA 2026 will be organized by volunteer members of the IAJ serving on the International Steering and Organizing Committees, with assistance from members of the IAJ staff and a professional conference organizer, Congrès Inc.

The Congress will take place in Tokyo, Japan, from 8th to 13th November 2026.

Article 2. Objectives of the Congress
The objectives of the Congress are:

- To promote the strategic objectives of the International Actuarial Association.
- **Impact: Supranational Relationships**
  Develop relationships with key supranational institutions, providing actuarial expertise on issues of relevance in global forums.
- **Assure: Promotion of the Profession**
  Support the development of the actuarial profession worldwide and promote appropriate professional/education standards through Member Associations.
- **Advance: Development of Competence**
  Promote the advancement of scientific knowledge and the skills of the actuarial profession.
- To promote the development of actuarial research and its applications in the professional field through the presentation of papers and discussions with a significant technical, scientific and professional content.
- To provide meaningful continuing technical and professional education opportunities for actuaries.
- To offer a forum in which to share and discuss the evolution of actuarial thought.
- To demonstrate the relevance of actuarial activity in the development of modern societies, including the so-called developing world.
- To strengthen and broaden professional and personal communication of actuaries at the international level.
- To facilitate interaction among actuaries of the world.
Article 3. IAA Involvement

Three IAA representatives may be appointed as members of the ICA 2026 International Steering Committee. The IAA representatives will be able to attend International Steering Committee meetings and will be kept informed of decisions and/or discussions by the ICA2026 Organizing Committee at the meetings. The IAA Secretariat representative will be available, as necessary, to provide historical feedback to the ICA 2026 International Steering Committee. The aim of this arrangement is to ensure that the IAA is embedded into the organization of ICA 2026.

Article 4. International Steering Committee

An International Steering Committee appointed by the IAJ and the IAA takes responsibility for the organization of the Congress.

The International Steering Committee will consist of the following individuals:

- Chair of the International Steering Committee from the IAJ;
- Chair of the Organizing Committee from the IAJ;
- President of the IAJ;
- Two representatives of the IAA Executive Committee;
- A representative of the IAA Secretariat;
- A representative of the ICA 2029 Organizing Committee; and,
- Any additional persons the International Steering Committee decides to appoint.

Article 5. Organizing Committee

An Organizing Committee appointed by the IAJ will organize and operate the Congress. The Chair of the Organizing Committee will be appointed by the Board of the IAJ.

Members of the Organizing Committee should include General Secretary of the IAJ, the Chair and the Chairs of:

- International Steering Committee;
- Scientific Subcommittee;
- Finance Subcommittee;
- Marketing & Public Relations Subcommittee;
- Sponsorship & Exhibition Subcommittee;
- Logistics Subcommittee;
- Social Program Subcommittee

The Organizing Committee will be supported by secretariats from the IAJ members and a professional conference organizer, Congrès Inc.

Article 6. Congress Ambassadors

The Correspondent of each IAA member association, unless another person is named, will act as the Congress Ambassadors and will be authorized by the International Steering Committee to act as intermediary between that Committee and the individual members of their association. In addition, the Congress Ambassadors will stimulate interest in the Congress, and encourage participation and the submission of program content.
Article 7. Honorary President
The IAJ is authorized to invite a person of high distinction to be the Honorary President of ICA 2026, and to perform such duties as it may determine, in its absolute discretion.

Article 8. Inaugural and Closing Meetings of the Congress
The President of the IAA, and an official nominee of the IAJ, will open and close ICA 2026.

Article 9. Programme and Organization of Meetings
The purpose of ICA 2026 is to hold informed debates on the themes and topics proposed by the Organizing Committee after consultation with the IAA Sections and Committees, and with actuarial associations.

The organization and the proceedings of the meetings, which may include plenary sessions, panel and parallel sessions, will be determined by the Organizing Committee.

All ICA 2026 participants may take part in the discussions as outlined in these Regulations established by the Organizing Committee.

Three social/networking events will be held:
- A “welcome to ICA 2026” cocktail function
- A gala dinner; and,
- An informal closing cocktail style function.

Article 10. Special Meetings
Within the framework of the Congress, the Organizing Committee may arrange special meetings to cover matters of topical interest or in response to the needs of IAA Sections and Committees, or for other specific purposes.

Any participant or group of participants wishing to discuss a subject of special interest not included in the official programme of the Congress must give notice of the proposed subject to the Organizing Committee before December 1st, 2024.

In the year of the Congress, the IAA Council shall schedule Council and committee meetings, and Section colloquia are embedded within the Congress.

The Organizing Committee and each participant or group of participants will jointly select the subjects to be discussed.

Such special meetings will take place within the general framework of the Congress at the times and places determined by the Organizing Committee.

Article 11. Congress Languages
The official language of the Congress is English.

Papers submitted by individual authors shall therefore be written in English. Also written materials produced, displayed or distributed by the Organizing Committee shall be written in English.

During the discussions, lecturers, presenters and panellists must speak English.
Article 12. Programme Content

Any person wishing to submit an abstract must notify the Organizing Committee of the title and abstract of their paper or presentation by September 30th, 2025. Papers shall be submitted in such format and by such a date as the Organizing Committee may prescribe. The Organizing Committee is authorized, at its sole discretion, to refuse a paper or other presentation for any reason including, but not limited to, cases where it does not comply with the standards or conditions required, or if it is not received within the time limit prescribed.

One or more representatives per the IAA Section must be invited to participate in the Scientific Review Panel which will be responsible for reviewing the submitted abstracts for ICA 2026. In addition, Section representatives should be consulted on the development of the programme content.

All speakers and/or presenters shall be required to complete a speaker agreement that will specify the future possible use and co-ownership of the materials presented, including potential video recordings, between the IAA and the IAJ. Such agreement will be created collaboratively between the IAA and the IAJ and serve as a formal document required to be signed by all Speakers and/or presenters.

The IAA shall hold a full non-exclusive copyright to all papers, presentations and recordings from the Congress. The IAA and IAJ will plan for releasing these materials to the actuarial community after ICA 2026.

Article 13. Participation in the Congress

Participation in ICA 2026 will be open to all, subject to any requirements and limitations imposed by the Organizing Committee or the IAA.

Participation in ICA 2026 sessions should allow both in-person and virtual attendance.

Article 14. Registration for the Congress

Applications to register and attend ICA 2026 are to be submitted to the Organizing Committee or its nominated delegate(s) no later than the deadlines to be stipulated by the Organizing Committee. If an applicant decides to withdraw, they should immediately notify the Organizing Committee or its nominated delegate(s).

All such withdrawals will be processed in accordance with the policy of ICA 2026 established by the Organizing Committee.

Application to register or attendance at ICA 2026 will imply acceptance of the Regulations of ICA 2026 and of the IAA.

Article 15. Congress Fees

The Organizing Committee will set the amount of ICA 2026 fees in consultation with the International Steering Committee before distribution of provisional application forms.

Any person wishing to participate in ICA 2026 in-person or virtual must include the ICA 2026 fee with their application. The ICA 2026 fee comprises – depending on the participation model chosen – ICA
ICA 2026 meetings, official ICA 2026 events and/or access to electronic ICA 2026 formats as determined by the Organizing Committee.

The ICA 2026 fee will be reimbursed if the application is not accepted. Each participant may be accompanied at all official ICA 2026 dinners and social/cultural events by one accompanying person, in which case an additional fee must be enclosed with the application.

ICA 2026 fees shall be waived for the following IAA representatives:

- President, President-Elect, Immediate Past President and Executive Director (plus one accompanying person each);
- Three IAA representatives on the ICA 2026 International Steering Committee; and,
- Two IAA staff members.

**Article 16. Exhibition**

The ICA 2026 will provide space in the exhibition hall at no cost to promote the IAA and Section activities. The IAA will be responsible for any costs related to the exhibition booth signage, logistics, furniture and equipment.

**Article 17. Bursaries**

The IAA will have responsibility for managing and operating the bursary program whereby delegates can apply for financial support to attend ICA 2026, including responsibility for selecting the persons who will receive bursary support and the specific nature and amount of that support. Bursary recipients shall be entitled to participate in the same ICA 2026 events as non-bursary ICA 2026 participants.

The IAA and the Organizing Committee will coordinate regarding the process of completing ICA 2026 registration forms for bursary recipients:

- Bursary support for ICA 2026 registration fees will be paid by the IAA to the Organizing Committee.
- Bursary support for hotel rooms, travel and other costs will be paid by the IAA to or on behalf of bursary recipients without the involvement of the Organizing Committee.

The Organizing Committee shall establish a discounted registration fee that shall be charged to the IAA for up to 120 (in-person or virtual) bursary recipients, and the Organizing Committee shall waive the remainder of ICA 2026 registration fee for these bursary recipients, absorbing this remainder within ICA 2026 budget.

The discounted registration fee that shall be charged to the IAA for bursary recipients, shall be established by the Organizing Committee and approved by the IAA representatives with due consideration to the estimated marginal costs associated with the number of delegates receiving bursaries.

**Article 18. IAA Council and Committee Meetings**

The Organizing Committee will collaborate with the IAA Secretariat in planning and managing the logistics of the IAA Council and Committee meetings, to be held immediately before ICA 2026.

The cost of one dinner for the IAA Council and Committee Delegates, including any transportation costs, will be considered as expenses of the Congress, to be met out of the Congress budget. All other expenses of the IAA Council and Committee Meetings will be the responsibility of IAA and not
considered as expenses of the Congress; if any such expenses (meeting space, audio/visual, food and beverage) are paid through the Congress budget, the IAA will reimburse the Organizing Committee for such expenses.

Article 19. Disposal of Surplus
Any net surplus generated by the Congress, after the payment of all Congress expenses will be distributed as follows:

1. 50% of the net surplus will be transferred to the IAA for its internal allocation.
2. 50% of the net surplus will be retained by the IAJ.

Any net loss generated by the Congress will be absorbed by the IAJ.

Article 20. Final Report
A final report on the outcome of the Congress, including financial results, will be submitted by the Organizing Committee to the IAA Council within nine (9) months following the Congress.