

Constitution of the European Physical Society

Based on the version of Geneva, September 26, 1968

Including all amendments until March 1998

and modified as a draft proposal (16 December 2003)

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I. GENERAL RULES

Article 1

Name, Duration, Seat, Communication

1. Under the name of "European Physical Society" (hereinafter the SOCIETY), an association has been organised and incorporated; it is governed by the Art. 21 and the following of the Local Civil Code (Alsace/Moselle) and by the present constitution. It is registered at the Tribunal d'Instance, Mulhouse.

2. Its duration shall be perpetual.

3. Its seat is at F-68100 Mulhouse, France.

4. All communications of the SOCIETY to its members may be made through its Official Magazine. The By-laws determine which publication of the SOCIETY is considered as the Official Magazine as well as the details for communication with and information to the members.

5. All communication required to be in writing may be made in paper or electronic form.

Article 2

Object of the Society

1. The object of the SOCIETY is and shall be to contribute to and promote the advancement of physics, in Europe and in neighbouring countries, by all suitable means and in particular:

- by providing a forum for the discussion of subjects of common interest;
- by providing means whereby action can be taken on those matters which appear desirable to handle on the international level.

2. In order to fulfil its object, the SOCIETY shall act either directly or through its members or through Divisions and Groups created by its members or through corresponding or affiliated societies or similar bodies.

II. MEMBERSHIP

Article 3

Types of Members - Definition

1. The membership of the SOCIETY shall consist of Member Societies, Individual Members, Honorary Members and Associate Members. All members of the SOCIETY shall have the rights and responsibilities as defined by this Constitution and by the By-laws. The procedure for the admission of members is regulated by the By-laws.

2. Member Societies

International and national physics-related societies organised or existing under the laws of the state of their incorporation or of their seat and

which, in the SOCIETY's opinion, make a significant contribution to science in Europe may become Member Societies.

3. Individual Members

The following individuals may become Individual Members of the SOCIETY:

- individuals who are a member of a Member Society;
- individuals who are a member of a society which is not a Member Society but has been approved by the SOCIETY as a Collaborating Society;
- individuals who have shown by their contribution to science, by their professional activity or otherwise to the SOCIETY's satisfaction, that they can further the object of the SOCIETY;
- students enrolled in physics or physics-related degree courses;
- teachers of pre-university physics and physics-related subjects.

3.1 The SOCIETY may elect as EPS Fellows Individual Members whose achievements in physics or commitment to the SOCIETY warrants specific recognition.

4. Honorary Members

The SOCIETY may elect individuals who have made an outstanding contribution to the advancement of physics by independent, original research or have rendered significant services towards the progress of physics to Honorary Members of the SOCIETY.

5. Associate Members

The SOCIETY may admit national or international organisations, research institutes, industrial companies, publishers, universities, similar organisations and individual donors as Associate Members.

Article 4

Obligations and Liability

1. Membership of the SOCIETY implies strict adherence to the Constitution, to the By-laws and to any lawful decision made or to be made by the organs or officers of the SOCIETY.

2. Members of the SOCIETY are not personally liable for the debts and liabilities of the SOCIETY.

3. The SOCIETY is only liable to the extent of its assets.

Article 5

Termination of Membership

1. Membership terminates:

- on withdrawal;
- on death;
- on failure to pay membership fees;
- on expulsion.

2. The procedure for the termination of membership is regulated by this Constitution and by the By-laws.

III. ORGANISATION & STRUCTURE

Article 6 Organs of the Society

1. The organs of the Society are:
 - a) the General Meeting;
 - b) the Council;
 - c) the Executive Committee;
 - d) the Secretariat;
 - e) the Auditors.
2. The competence and structure of the organs are defined in the provisions of this Constitution.

Article 7 Other Bodies of the Society

1. The SOCIETY may establish Divisions that normally focus on specific disciplines of physics.
2. The SOCIETY may establish Groups that normally focus on general issues in physics.
3. Individual Members may become members of Divisions or Groups.
4. The competence, rights, privileges and structure of Divisions and Groups are defined by the provisions of this Constitution and the By-laws.
5. Organisational provisions in Divisions and Groups shall be fixed in By-laws of the relevant Division or Group. To the extent where no such provisions are made and adopted by the Division or Group, the provisions of this Constitution are considered as applicable to the internal organisation of a Division or Group. In this case, each member of a Division or Group shall have one vote.

IV. THE GENERAL MEETING

Article 8 Structure of the General Meeting

The General Meeting consists of all Members of the SOCIETY.

Article 9 Competence of the General Meeting

1. The General Meeting is the supreme authority of the SOCIETY.
2. The General Meeting has all such powers as have not been conferred upon the Council or upon another organ under the present Constitution.
3. The General Meeting may be called to take decisions and resolutions in matters relating to modification of the Constitution and By-laws in accordance with Art. 11.
4. The General Meeting has exclusive authority to dissolve, wind-up or merge the SOCIETY.

Article 10 Meetings of the General Meeting

1. General Meetings
 - a) An Ordinary General Meeting shall be held at least every three years.
 - b) Extraordinary General Meetings shall be held: (i) on the discretion of the Executive Committee; (ii) if demanded by the Council; (iii) at the request of at least 20 % of the Individual Members by written notice served on the Secretary General and containing the precise items to be discussed; (iv) if requested by at least 12.5% of Members in accordance with the provisions of this Constitution for amendments to the Constitution proposed by Council.
2. Call for a Meeting
 - a) General Meetings shall be called by the Secretary General.
 - b) General Meetings also may be called by the Executive Committee if the Secretary General fails to send the call immediately after the request by the Executive Committee.
 - c) Summoning of a General Meeting shall be effected in writing to each member or by publishing in the Official Magazine of the SOCIETY stating the place, date, time and agenda of the meeting. All supporting information shall be attached, especially reports of the Executive Committee or Secretary General, annual accounts or draft resolutions. The Secretary General must submit the proposals of the Executive Committee.
 - d) Members shall receive six months' notice of the date, venue and preliminary agenda for General Meetings. The final agenda for such General Meeting and all supporting information shall be communicated with three months' notice.
3. Place of the Meeting
 - a) The Executive Committee shall determine the venue for General Meetings.
4. Attendance and representation
 - a) Individual Members and Honorary Members shall attend in person. Member Societies and Associate Members shall be represented by the person named in writing from time to time to the SOCIETY as its representative.
 - b) At the opening of a General Meeting a register of attendance shall be completed.
 - c) Members present or represented are mentioned in this Constitution jointly as "represented".
5. Chair

The meeting is chaired by the President of the SOCIETY, in his/her absence by another member of the Executive Committee. In the event that the President has not named the chairman in his/her absence, the Executive Committee shall appoint the chairman from amongst its members. The chairman of the meeting shall appoint the secretary for the meeting.

6. Quorum and formal requirements
 - a) The General Meeting has a quorum to pass resolutions if at least 50 Members are represented. In the event of less than 50 Members being represented, another General Meeting with the same agenda shall be convened immediately and be held within three months after the second call. This new General Meeting will have a quorum, irrespective of the number of Members represented.
7. Voting
 - a) Voting in general shall follow the rules set out below under Art. 11.
 - b) Votes in a General Meeting shall be taken by show of hands unless a secret ballot vote is requested by simple majority. All votes concerning the election of persons shall be by secret ballot unless a vote by a show of hands is requested by unanimous decision of the represented Members.
8. Records
 - a) The course of the General Meeting shall be recorded in minutes, stating the place and date of the meeting, attendees, subjects of the meeting, the nature of the discussion and the resolutions. The minutes shall be signed by the chairman of the meeting and the secretary and be filed together with the register of attendance and powers in the General Meetings Register of the SOCIETY. Copies and extracts shall be certified by the Secretary General. Each Member shall receive a copy of the minutes.
 - b) The minutes can be contested only in accordance with the rules of the Constitution for the contest of a resolution as set out below under Art. 11.

Article 11 Resolutions of the General Meeting

1. Decision making process and resolutions
 - a) A decision of the General Meeting shall be made as a resolution of the members.
 - b) As a matter of principle resolutions shall be taken during a General Meeting.
 - c) Resolutions may also be adopted by proceedings in writing if no statutory provisions require a specific form.

The quorum for resolutions in writing requires at least 20% of the Members entitled to vote in the General Meeting returning valid ballot papers.

Notwithstanding the above, any resolution brought by Members according to Art. 16 requires a vote in which at least 50% of the members participate.

Any decision about the dissolution of the SOCIETY is not allowed in proceedings in writing but requires attendance at a General Meeting.
 - d) The term "General Meeting" used in the Constitution or in the By-laws refers equally to a meeting of members or to a consultation or voting in writing.

2. Votes and Majority Requirements
 - a) Each Member present shall have one vote.
 - b) Decisions to dissolve, wind-up or merge the Society require a 2/3 majority.
 - c) Resolutions relating to changes to the Constitution require a 2/3 majority, except for modifications to the membership fees, which follow the rules set out in Art. 15.
 - d) All other resolutions require a simple majority.
3. Contesting of Resolutions or Minutes
 Resolutions or minutes can be contested by a Member within a period of one month after receipt of minutes in writing. If no contestation is received within this period, resolutions or minutes shall be deemed to be accepted.

V. THE COUNCIL

Article 12 Structure of the Council

1. The Council shall be composed of delegates of the members as follows:

	Type of member or body	Delegates
a)	Member Societies	1 (one) per Member Society
b)	Individual Members	5 (five) in total
c)	Divisions and Groups	1 (one) per Division or Group
d)	Associate Members	5 (five) in total

2. Normally the nomination of a delegate shall be made for a term of four years.
3. A former delegate who has served for a total period of four years normally shall not serve again before three years after the end of his/her term as delegate.
4. In case a delegate is unable to execute his/her office for an interim period he/she shall be represented by a substitute to be nominated by the relevant member or body. If the relevant member or body deems necessary, it is free to replace its delegate.
5. The Council shall take office in accordance with the rules set forth in the By-laws.
6. The proceedings for the nomination of the delegates of the different types of members and bodies shall be defined in the By-laws.
7. Members of the Executive Committee cannot be members of the Council except that the President of the Executive Committee shall be the Chairman of meetings of Council, and shall have a casting vote in accordance with Art. 15, para. 2e).

Article 13 Competence of the Council

1. The Council has all such powers as are generally exercised by the General Meeting. In particular, it has the delegated powers to:

- a) Adopt and Modify the Constitution and By-laws;
- b) Adopt, Modify and Annul By-laws for Divisions and Groups;
- c) Elect members to the Executive Committee;
- d) Appoint the auditors;
- e) Accept new Members and elect EPS Fellows and Honorary Members; Individual Members category 3(a) and 3(b) shall be accepted upon nomination by the corresponding Member Society or Collaborating Society;
- f) Accept Collaborating Societies;
- g) Expel Members;
- h) Determine the annual Member contributions;
- i) Accept reports of the Executive Committee;
- j) Approve the annual accounts;
- k) Accept gifts to the SOCIETY;
- l) Establish or adopt Divisions and Groups.

Article 14 Meetings of the Council

1. The Council shall meet not less than once a year.
2. A Meeting of the Council shall be held upon the request of 20% of its delegates or upon request of the Executive Committee.
3. In a meeting a quorum of the Council shall be the first whole number equal to or greater than 50% of the total number of Delegates in the Council.
4. A member may be represented by another member. A member may not represent more than two other members. The power of representation has to be submitted to the General Secretary in writing.
5. Additional provisions on the structure and the organisation of the Council may also be defined in By-laws.

Article 15 Resolutions of the Council

1. Decision making process and resolutions
 - a) A decision of the Council shall be made as a resolution of the Delegates.
 - b) As a matter of principle resolutions of the Council shall be taken during a meeting.
 - c) Resolutions of the Council may also be adopted by proceedings in writing if no statutory provisions require another specific form. No decision concerning an amendment of the Constitution may be made by the Council in writing.
 - d) The quorum for resolutions in writing requires at least 75% of the Delegates to return valid ballot papers; the number of votes allocated to those members is irrelevant for purposes of determining the quorum.
2. General Votes
 For all matters other than determining membership fees, Delegates have votes as follows:

Delegates	Votes per Delegate
a) Delegates of Member Societies corresponding to a total membership of	
1 - 1 000	1
1 001 - 2 000	2
2 001 - 5 000	3
5 001 - 10 000	4
10 001 - 20 000	5
20 001 - 30 000	6
30 001 - 40 000	7
Greater than 40 000	8
b) Delegates of Individual Members	2
c) Delegates of Divisions or Groups in total corresponding to a total membership of (Members in the relevant Division or Group)	
50 - 200	1
201 - 400	2
401 - 750	3
Greater than 750	4
d) Delegates of Associate Members	2
e) The President of the Society shall have a casting vote in case of a tie.	
3. Votes in Decisions on financial contributions of members	
a) In decisions on membership fees for Individual Members and Member Societies, the Delegates of these members have votes equal to the total units assessed according to the By-laws. The votes attributed to Individual Members in this paragraph will be distributed equally among the Individual Member Delegates. Delegates of Divisions and Groups and Delegates of Associate Members have no vote in decisions on fees of Individual Members and Member Societies.	
b) In decisions on fees of Associate Members the voting rules as under Art. 15, para. 4. shall apply.	
4. Majority Requirements	
a) All decisions of the Council require simple majority unless specifically stated in the Constitution to be otherwise.	
b) Resolutions on the amendment of the Constitution or the By-laws require a qualified majority of at least 2/3 of the votes cast in accordance with Art. 15, para. 2.	
c) Resolutions on membership fees for Individual Members and Member Societies require a qualified majority of at least 3/4 of the votes cast in accordance with Art. 15, para. 3a).	

Article 16 Special Proceedings on Constitution

1. Any proposal of amendment of the Constitution shall be sent to all members of the SOCIETY through the Secretary General, at least three months before the meeting of the Council, which shall decide upon such a proposal.

2. The Secretary General shall communicate such decision without delay by mail to all members of the SOCIETY or in the Official Magazine or by such other methods of communication satisfying the principle of wide dissemination as the Council may decide.

3. If within 40 days of such communication the Executive Committee or 15% of the existing Members of the SOCIETY request the relevant decision be submitted to a decision of the General Meeting the Secretary General must organise such a consultation.

4. The ballot in this case of the General Meeting shall be made in writing.

VI. THE EXECUTIVE COMMITTEE

Article 17 Structure of the Executive Committee

1. The Executive Committee shall be elected by the Council, normally from the Council's own members; it shall consist of eleven members:

- a President who shall also be the President of the SOCIETY and the Chairman of the Council;
- a Vice-President, or President-elect;
- a SOCIETY Secretary;
- a SOCIETY Vice-Secretary;
- a Treasurer;
- a Vice-Treasurer;
- five other members.

2. The President shall be in office for a term of two years. He/she shall serve as President-elect for one year prior to taking up the office of President. He/she may also serve for one further year as Vice-President following completion of the term as President. No person may serve more than one term as President.

3. Members of the Executive Committee shall be elected for a term of two years, for a maximum of two terms.

4. Any break in continuity of service in the Executive Committee shall be for a minimum period of four years. This provision does not apply to any member of the Executive Committee nominated as President-elect.

5. Members of the Executive Committee shall take part, ex officio, in the meeting of the Council. They shall have no voting right (except the President who shall have a casting vote in accordance with Art. 15 para. 3.)

Article 18 Competence of the Executive Committee

1. The Executive Committee governs and represents the SOCIETY and shall have general charge of all matters of interest to the SOCIETY.

2. The Executive Committee is empowered to:

- a) fulfil the object of the SOCIETY as it is defined in Art. 2;
- b) administer the assets and property of the SOCIETY;

- c) summon the meetings of the Council and of the General Meeting;
- d) organise ballots and consultations as necessary;
- e) appoint committees entrusted with special tasks within the general framework of the SOCIETY;
- f) sponsor and supervise divisions and groups organised within the SOCIETY by its members in accordance with the By-laws;
- g) appoint delegates or representatives of the SOCIETY to scientific Conferences or meetings;
- h) carry out decisions of the Council and of the General Meeting;
- i) present to the Council or to the General Meeting as necessary annual and other reports and a financial report together with the auditor's report;
- j) appoint the Secretary General;
- k) negotiate terms and conditions with physics related societies for the purpose of conferring Collaborating Society status;
- l) fulfil any other tasks which may be delegated to it by the General Meeting.

Article 19 Representation of the SOCIETY

1. The SOCIETY is bound by the signature of its President or, should the President be prevented from signing, of the Vice-President or President-elect together with the signature of another member of the Executive Committee.

2. Should the President of the Society be unable to fulfil his/her obligations as President, or should the SOCIETY find itself without a President, the Executive Committee shall have the right to elect an Acting president from among its members who shall remain in office until the next Council meeting.

Article 20 Organisation of the Executive Committee

The details of the organisation of the Executive Committee are set forth in the By-laws.

VII. SECRETARIAT

Article 21 Administration of the SOCIETY

1. The Secretariat is the administrative body of the SOCIETY.

2. The Secretariat is directed by the Secretary General who shall be responsible for the administrative matters of the SOCIETY. The Secretary General establishes the minutes containing the deliberations and decisions of the General Meeting, the Council and the Executive Committee.

3. The details of the organisation of the Secretariat are set forth in the By-laws.

Article 22 Appointment and Responsibility

1. The Council appoints from time to time a firm of statutory auditors, who shall report on the accounts of the SOCIETY. The Council may also appoint at its discretion two individuals from among its members to act as auditors. These auditors may at all times require that the books and all relevant documents or reports be presented to them and they may examine the cash and financial situation.

2. The statutory auditors may be re-elected.

IX. RESOURCES

Article 23 Resources, Funds, Bodies

1. The resources of the SOCIETY consist of:

- a) dues paid by members;
- b) possible gifts, bequests and legacies;
- c) subsidies or grants which may be awarded to it by public or private bodies;
- d) any other resources which may derive from its own activities.

2. In order to fulfil its purpose and to secure its functioning, the SOCIETY may at all times constitute or organise separate or independent funds or bodies and give them an appropriate legal structure.

3. The details of the annual dues and the units are set forth in the By-laws.

Article 24 Financial Year

The financial period shall be the calendar year.

X. WINDING-UP OF THE SOCIETY

Article 25 Procedure and Assets

1. The winding-up or merger of the SOCIETY may be decided only by an extraordinary General Meeting, formally summoned for this special occasion.

2. In the event of the SOCIETY being wound up, the assets remaining after discharge of all debts shall be transferred to a body or bodies having aims similar to those of the SOCIETY.

By-laws of the European Physical Society

Based on the versions of Vienna, 14 July 1969 (initial version)

Leiden, 28 March 1998 (revised version)

and modified as a draft proposal (16 December 2003)

I. COMMUNICATIONS

RULE 1

1. The Official Magazine of the SOCIETY is “Europhysics News”.

2. All communications to the membership defined as “in writing” in the Constitution and By-laws may be replaced by publication in a special section of Europhysics News.

3. The special section in Europhysics News is published under the responsibility of the Executive Committee.

4. The Secretariat shall distribute Europhysics News individually to the Individual Members, Honorary Members and Associate Members.

5. Member Societies shall receive and distribute Europhysics News. Each Member Society will receive one copy of Europhysics News per Effective Member and per student. If for technical reasons they cannot distribute Europhysics News, the Secretariat of the SOCIETY will provide distribution service upon payment. Member Societies with a significant national bulletin distributed at least 10 times a year which do not wish to receive Europhysics News shall publish the special section on news of the SOCIETY as provided by the Secretariat in their own membership journal.

II. MEMBERSHIP

RULE 2

1. Individuals applying for membership shall do so on the standard application form, which shall be signed by two Individual Members, or by two members of the governing body of the relevant Member Society or the relevant Collaborating Society.

2. Teachers and students applying for Individual Membership, who are neither member of a Member Society nor of a Collaborating Society and do not have access to Individual Members are required to submit a statement from their educational institution attesting to their quality as a teacher or student as the case may be.

3. Individual Members shall have the following privileges:

- The right to vote at General Meetings;
- The right to elect Individual Member Council delegates;
- The right to hold office in the Executive Committee;
- The right to hold office in Divisions and Groups;

- Europhysics News sent directly to their specified address;
- Reduced registration fees at conferences organised by the SOCIETY and its Divisions and Groups;
- Benefit from agreements with Collaborating Societies;
- Inclusion in the SOCIETY’s directory.

RULE 3

1. Societies eligible for membership as Member Societies shall accompany their application with copies of their constitution and By-laws and of such additional documents as the Council may require.

2. Member Societies shall have the following privileges:

- The right to vote at General Meetings;
- The right to be represented and vote at Council;
- The right to receive a number of copies of Europhysics News as described in Rule 1.5;
- Members of Member Societies may participate in Divisional and Group activities of the SOCIETY.

3. Member Societies shall have the following responsibilities:

- Disseminate information received from the SOCIETY of interest to the European Physics Community to their members using normal communication channels;
- Advertise on membership forms that Individual Membership of the SOCIETY is possible;
- Collect and pay to the SOCIETY fees received from its members for membership in the SOCIETY according to Art. 3.3(a) on an annual basis;
- Transmit in a predefined format contact coordinates for members who have become members of the SOCIETY according to Art. 3.3a).

RULE 4

Council shall elect Fellows of the SOCIETY. Fellows of the SOCIETY shall have the same rights and duties as Individual members. The total number of Fellows at any one time should not exceed 5% of the total of Individual Members of the SOCIETY.

RULE 5

Council shall elect Honorary Members. Honorary Members shall have the same rights as Individual Members of the SOCIETY. The total number of Honorary Members at any one time shall not exceed thirty.

RULE 6

Council shall admit Associate Members. Associate Members shall have the right to send employees to scientific meetings and take out one subscription to the publications of the SOCIETY at a reduced rate. Associate Members shall be represented in the Council according to Article 15.2d) of the Constitution.

RULE 7

All new Members who are elected or admitted shall be informed by the Secretariat of their election or admission and shall receive from the Secretariat copies of the relevant documents.

RULE 8

No election or admission of Members shall become effective until the relevant fees have been paid.

RULE 9

In the event of non-payment of the fee, membership will terminate six months after the end of the year for which payment has not been received.

RULE 10

Expulsion of a member shall be by decision of the Council. The Executive Committee shall present to the Council a full report on the reasons for the proposed expulsion before the matter is considered by the Council.

RULE 11

All matters of doubt or difficulty relating to membership shall be decided by the Council.

III. ORGANISATION

A. The Council

RULE 12

The Council Delegates shall normally take office on 1 April of each year.

RULE 13

1. Member Societies and Divisions and Groups shall have freedom to nominate their representative on the Council, subject only to the Constitution and these By-laws.

2. Representatives on the Council of the Individual Members shall be elected by ballot from a list, provided by the Secretariat, of all nominations signed by at least three Individual Members and received by the Secretariat before 1 January of the year of the election. Only Individual Members shall participate in the vote. The ballot returns with candidates are arranged in order of decreasing number of votes obtained. This then provides the names of that category of Council members, in the number required by Art. 12.1b) of the Constitution. The names for

those who may be needed later on to fill casual vacancies for an un-expired term – always counting down the list, in the direction of decreasing strength of ballot votes received – are also provided.

3. Representatives on the Council of Associate Members shall be elected by ballot from a list, provided by the Secretariat, of all nominations of individual candidates received from the Associate Members before 1 January of the year of the election. Only Associate Members shall participate in the vote. The ballot returns with candidates are arranged in order of decreasing number of votes obtained. This then provides the names of that category of Council members, in the number required by Art. 12.1d) of the Constitution. The names for those who may be needed later on to fill casual vacancies for an unexpired term – always counting down the list, in the direction of decreasing strength of ballot votes received – are also provided.

B. The Executive Committee

RULE 14

1. The Executive Committee shall establish a list of candidates for the replacement of outgoing members of the Executive Committee as positions become vacant. For establishing this list the Executive Committee may consult all relevant bodies of the SOCIETY, i.e. Members Societies, Divisions, Groups, Associate Members and Individual Members (e.g. via their delegates in Council).

2. This list of candidates, which normally should exceed the number of vacancies, shall be presented to the Council accompanied by a CV and an election campaign statement. Candidates who have been designated to stand for a position, i.e. Vice-President (but not the President-elect in those years he/she has to be elected), SOCIETY Secretary and SOCIETY Treasurer shall be indicated. Candidates for President-elect shall be presented on a separate list.

3. Staff members or professionals that are paid employees of another learned Society or similar Organization with potential conflict of interest with EPS cannot stand as a candidate for the Executive Committee.

4. Nothing above precludes nominations from Council Members at the Council Meeting. Such nominations require five supporting Council Member signatures and must be received by the Secretariat of the Council Meeting prior to 18:00 h on the first day of Council.

5. The sequence of voting in the Council shall be as follows:

- a) in years where a President-elect is to be elected:
 - 1st ballot for the President
 - 2nd ballot for the President-elect
 - 3rd ballot for the other vacant positions
- b) in years where no President-elect is to be elected:
 - 1st ballot for the President
 - 2nd ballot for the other vacant positions

6. A candidate for President-elect must receive the absolute majority of votes cast, disregarding

abstentions. In the event that there are more than 2 candidates for President-elect and no candidate receives an absolute majority, then the name of the person receiving the lowest number of votes is removed from the ballot and additional ballots shall be organised as necessary.

7. Members of the Executive Committee other than the President and President-elect are elected from a ballot list prepared by the Secretariat. The ballot returns with candidates are arranged in order of decreasing number of votes obtained. This then provides the names of the required number of Members of the Executive Committee to fill the open positions. In case of a tie among candidates, which would lead to one or more supernumerary Members of the Executive Committee, additional ballots for all remaining candidates will be organised as necessary.

RULE 15

All decisions of the Executive Committee shall be by simple majority of those present and voting. In case the vote is a tie, the President shall decide. A quorum of the Executive Committee shall be six.

RULE 16

The Executive Committee shall meet not less than twice a year.

C. The Secretariat

RULE 17

The Secretary General shall be responsible to the SOCIETY Secretary for general administrative matters and to the Treasurer of the SOCIETY for financial matters. The Secretary General shall take part ex-officio, but without voting power, in the meetings of the Council and the Executive Committee.

RULE 18

Besides the Secretary General, the Secretariat shall have employees appointed by the Secretary General as authorised by the Executive Committee.

RULE 19

The Executive Committee may establish supplementary secretariats, subject to approval by the Council.

IV. DIVISIONS AND GROUPS

RULE 20

1. The formation of a Division or a Group may be approved by the Council on receipt of a formal request, including a programme of activities by not less than five Members of the SOCIETY.

2. In order for a Division or Group to have voting rights at Council, it must fulfil the following criteria:

- A minimum of 50 identified members;
- A regularly constituted Board;

- An annual report made to Council, including a programme of activities.
3. In the event of a Division or Group failing to meet the above criteria, Council, upon recommendation of the Executive Committee, may decide to abolish the Division or Group concerned.

RULE 21

Rules and regulations governing Divisions and Groups shall be approved by the Council.

V. MEETINGS, VOTING RULES

RULE 22

The venue of meetings shall be so chosen that there is no restriction on the attendance of members from anywhere.

RULE 23

1. Total units assessed as used in Art. 15.3a) for Individual Members is equal to the total fees paid by Individual Members divided by the unit as defined in Rule 25.

2. Total units assessed as used in Art. 15.3a) for a given Member Society is equal to the membership fee paid by the Member Society in question divided by the unit as defined in Rule 25.

RULE 24

As a general rule abstentions are considered as non-votes.

V. MEMBERSHIP FEES

RULE 25

The annual membership fees for Member Societies and Individual Members shall be expressed in Euro, fixed by the Council for any one year, and calculated in terms of units. The annual membership fees are contained in the annex to the By-laws.

RULE 26

1. When calculating membership fees, the total membership of Member Societies shall be taken into account. For Member Societies each full member shall count as one unit. However, Council may, when establishing fees from Member Societies, take into account any reduced fees applied by them for special membership categories (teachers, students, etc.) and allow amounts less than one unit to be ascribed to such categories of member. The total number of units so calculated for the Member Society is the Effective Number of Units and shall determine the votes for the purposes of Art. 15.3a and the annual dues and units in Art. 23.3 of the Constitution.

2. The membership fee per unit paid by the Member Society may be modulated in steps corresponding to increments in the Effective Number of Units in Member Societies.

RULE 27

1. Council shall set the fees for Individual Members with differential fees according to the membership categories in Constitution Art. 3.3a), 3.3b), 3.3c), 3.3d) and 3.3e). The number of units to be paid by Individual Members are set out in Annex 1. The fee to be paid per unit by Individual Members shall be equal to the average fee per unit paid by the Member Societies collectively.

2. In category 3.3a), Student Members, Teachers, Individual Members below 30 years of age and Individual Members certifying their retirement from professional activities shall pay the number of units in annex 1.

3. For categories 3.3b) and 3.3c), Student members, Teachers, Individual Members below 30 years of age and Individual Members certifying their retirement from professional activities shall pay the number of units in annex 1.

4. In categories 3.3d) and 3.3e), students and teachers shall pay the number of units in annex 1.

5. In cases where the amount to be paid in category 3.3a) would exceed 30% of the fee paid to the National Society for membership therein, special arrangements can be made.

RULE 28

Any proposal by the Executive Committee to increase the membership fee per unit for Member Societies and Individual Members shall be submitted in writing to Individual Members and Member Societies at least three months before the Council is to meet to decide the matter.

RULE 29

Associate Members shall pay annual fees to be set by the Council.

RULE 30

Honorary Members shall not be required to pay any fees.

RULE 31

Membership of a Division or Group shall not involve any additional fee to the SOCIETY from Individual Members.

RULE 32

The Executive Committee shall have power to arrange for payment of fees in local currency where problems of restricted convertibility exist, or to set reduced fees for Members.

RULE 33

Membership fees shall be due on 1 January of every financial year, Members adopted by the SOCIETY during a financial year shall pay fees for the current year proportionally.

Annex 1 Calculation of Membership Fees

As approved by Council 27 March 2004 and applicable as of 1 January 2005 through 31 December 2006

§1 Introduction

For Member Societies the annual membership fee is calculated in a step model. The step model is based on an effective number of members $N_{eff,s}$ for each Member Society s . The effective number of members ('units') $N_{eff,s}$ takes into account that the Member Society s may charge for the members N_{si} in a certain category i a fraction C_{si} of the full national membership fee.

The fees per effective member that apply in the step model are given in TABLE 1. From the effective number of members, for the first 1000 the fee is 11 €/effective member, for those between 1001 and 2000 it is 10,5 €/effective member, for those between 2001 and 5000 it is 10 €/effective member and for those above 5000 the fee is 8,5 €/effective member.

The membership fee F_s for each society is calculated as in TABLE 2.

The sum of the fees F_s over all societies gives the total membership fee F_{tot} of the Member Societies. The sum of the effective members $N_{eff,s}$ over all societies gives the total effective number of members N_{eff} . Dividing the total membership fee F_{tot} by N_{eff} and rounding this number to the first decimal gives the average unit fee M_{av} . This number is the basis for the calculation of the membership fee for the individual members as given in TABLE 3.

Summary of the Symbols

- N_{si} number of members in the category i of the society s
- C_{si} fraction of the full fee charged to the member category i of the society s
- $N_{eff,s}$ effective number of members of society s
- N_{eff} total effective number of members
- F_s membership fee of society s
- F_{tot} membership fee of all societies
- M_{av} average unit fee

§2 Effective number of members of society s

The effective number of members of society s is calculated according to the following formula with the summation i running over the various member categories of society s :

$$N_{eff,s} = \sum_i C_{si} N_{si}$$

The total effective number of members is:

$$N_{eff} = \sum_s N_{eff,s}$$

§3 Step model

$N_{eff,s}$	€/effective member
1 - 1000	11
1001 - 2000	10,5
2001 - 5000	10
5001 - ...	8,5

TABLE 1: $N_{eff,s}$ and fee steps in the step model.

From the effective number of members, for the first 1000 the fee is 11 €/effective member, for those between 1001 and 2000 it is 10,5 €/effective member, for those between 2001 and 5000 it is 10 €/effective member and for those above 5000 the fee is 8,5 €/effective member.

§4 Calculation of the membership fee for society s

$N_{eff,s}$	Fee for Member Society s
1-1000	$F_s = 11 \times N_{eff,s}$
1001-2000	$F_s = 11 \times 1000 + 10,5 \times (N_{eff,s} - 1000)$
2001-5000	$F_s = 11 \times 1000 + 10,5 \times 1000 + 10 \times (N_{eff,s} - 2000)$
5001-...	$F_s = 11 \times 1000 + 10,5 \times 1000 + 10 \times 3000 + 8,5 \times (N_{eff,s} - 5000)$

TABLE 2: Formulas for the calculation of the membership fee of Member Society s

For a Member Society with an effective number of members as given in the left column, the membership fee is calculated using the expression in the corresponding right column.

§5 Total membership fee and average unit fee

The total member fee from all Member Societies is given by:

$$F_{tot} = \sum_s F_s$$

The average unit fee (with respect to the effective number of members) is given by rounded to the first decimal digit:

$$M_{av} = \frac{F_{tot}}{N_{eff}} \Big|_{\text{rounded to the first decimal digit}}$$

Rounded off, the average unit fee is:

$$M_{av} = 9,8 \text{ €}$$

§6 Membership fee of Individual Members

The membership fee for members according to Art.3 a) ... e) is calculated as the average unit fee multiplied by the number of units given in TABLE 3:

Category	Member	Units
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3.3 a)	Full	2
	Below 30 years of age	1,5
	Retired	1,5
	Teachers/Students	1,5
3.3 b)	Full	4
	Below 30 years of age	2
	Retired	2
	Teachers/Students	1,5
3.3 c)	Full	6
	Below 30 years of age	3
	Retired	3
3.3 d)	Student	1,5
3.3 e)	Teacher	1,5

TABLE 3: Units for the various Individual Member categories

Annex 1 Calculation of Membership Fees

As approved by Council 27 March 2004 and applicable as of 1 January 2007

§1 Introduction

For Member Societies the annual membership fee is calculated in a step model. The step model is based on an effective number of members $N_{eff,s}$ for each Member Society s . The effective number of members ('units') $N_{eff,s}$ takes into account that the Member Society s may charge for the members N_{si} in a certain category i a fraction C_{si} of the full national membership fee.

The fees per effective member that apply in the step model are given in TABLE 1. From the effective number of members, for the first 1000 the fee is 11,5 €/effective member, for those between 1001 and 2000 it is 11,0 €/effective member, for those between 2001 and 5000 it is 10,5 €/effective member and for those above 5000 the fee is 8,4 €/effective member.

The membership fee F_s for each society is calculated as in TABLE 2.

The sum of the fees F_s over all societies gives the total membership fee F_{tot} of the Member Societies. The sum of the effective members $N_{eff,s}$ over all societies gives the total effective number of members N_{eff} . Dividing the total membership fee F_{tot} by N_{eff} and rounding this number to the first decimal gives the average unit fee M_{av} . This number is the basis for the calculation of the membership fee for the individual members as given in TABLE 3.

Summary of the Symbols

N_{si}	number of members in the category i of the society s
C_{si}	fraction of the full fee charged to the member category i of the society s
$N_{eff,s}$	effective number of members of society s
N_{eff}	total effective number of members
F_s	membership fee of society s
F_{tot}	membership fee of all societies
M_{av}	average unit fee

§2 Effective number of members of society s

The effective number of members of society s is calculated according to the following formula with the summation i running over the various member categories of society s :

$$N_{eff,s} = \sum_i C_{si} N_{si}$$

The total effective number of members is:

$$N_{eff} = \sum_s N_{eff,s}$$

§3 Step model

$N_{eff,s}$	€/effective member
1 - 1000	11,5
1001 - 2000	11
2001 - 5000	10,5
5001 - ...	8,4

TABLE 1: $N_{eff,s}$ and fee steps in the step model.

From the effective number of members, for the first 1000 the fee is 11,5 €/effective member, for those between 1001 and 2000 it is 11,0 €/effective member, for those between 2001 and 5000 it is 10,5 €/effective member and for those above 5000 the fee is 8,4 €/effective member.

§4 Calculation of the membership fee for society s

$N_{eff,s}$	Fee for Member Society s
1-1000	$F_s = 11,5 \times N_{eff,s}$
1001-2000	$F_s = 11,5 \times 1000 + 11 \times (N_{eff,s} - 1000)$
2001-5000	$F_s = 11,5 \times 1000 + 11 \times 1000 + 10,5 \times (N_{eff,s} - 2000)$
5001-...	$F_s = 11,5 \times 1000 + 11 \times 1000 + 10,5 \times 3000 + 8,4 \times (N_{eff,s} - 5000)$

TABLE 2: Formulas for the calculation of the membership fee of Member Society s

For a Member Society with an effective number of members as given in the left column, the membership fee is calculated using the expression in the corresponding right column.

§5 Total membership fee and average unit fee

The total member fee from all Member Societies is given by:

$$F_{tot} = \sum_s F_s$$

The average unit fee (with respect to the effective number of members) is given by rounded to the first decimal digit:

$$M_{av} = \frac{F_{tot}}{N_{eff}} \Big|_{\text{rounded to the first decimal digit}}$$

Rounded off, the average unit fee is:

$$M_{av} = 10,0 \text{ €}$$

§6 Membership fee of Individual Members

The membership fee for members according to Art.3 a) ... e) is calculated as the average unit fee multiplied by the number of units given in TABLE 3:

Category	Member	Units
3.3 a)	Full	2
	Below 30 years of age	1,5
	Retired	1,5
	Teachers/Students	1,5
3.3 b)	Full	4
	Below 30 years of age	2
	Retired	2
	Teachers/Students	1,5
3.3 c)	Full	6
	Below 30 years of age	3
	Retired	3
3.3 d)	Student	1,5
3.3 e)	Teacher	1,5

TABLE 3: Units for the various Individual Member categories