

Constitution of the International Association for Radiation Research

The present Constitution of the International Association for Radiation Research was approved by the General Assembly at its meeting of 16 July 1974 in Seattle (USA)

I. Aims

The Aims of the Association are to advance radiation research by:

1. fostering and maintaining scientific co-operation and communication between national or regional societies, groups and individual scientists concerned with any or all of the physical, chemical, biological and medical aspects of radiation research;
2. promoting the organisation of International Congresses of Radiation Research;
3. promoting and facilitating international scientific conferences and symposia;
4. establishing liaison with the International Council of Scientific Unions and with those individual Unions whose aims are related to those of this association in order to facilitate appropriate representation of radiation research within the ICSU member bodies.

II. Membership

National or regional societies for promoting radiation research may apply for membership of the Association in accordance with the procedure laid down in the Bylaws.

Such applications will be considered and voted on by the Council in the light of the Aims set out in paragraph I.

In the event of a favourable vote the Society will be admitted at once to full membership of the Association.

If the majority in Council is not in favour of admission the organisation applying shall have the right to apply again after a period of at least six months and any such second application, if not accepted by Council, shall be placed before the Assembly at its next meeting and voted on by the Delegates.

III. Administration

1. The affairs of the Association shall be conducted by a Council and an Assembly.
2. The Officers of the Association shall be:
 - a. the President;
 - b. the Vice-President who shall be President-elect;
 - c. the Secretary-Treasurer.

3. The executive body of the Association shall be the Council.
4. The Council shall consist of:
 - a. the Officers of the Association;
 - b. one Councillor representing each of the four disciplines: physics, chemistry, biology and medicine;
 - c. one Councillor appointed by each member organisation which has more than 100 active members;
 - d. three Councillors-at-large;
 - e. no person may be elected to Council in more than one of the three capacities set out in III.4b, c and d.
5. All Officers and Councillors shall assume office at the end of the Congress at which they were elected or appointed and shall remain in office until the end of the following Congress.
6. The Assembly:
 - a. the Assembly shall consist of the Delegates appointed by the member organisations, but the members of Council shall sit, *ex officio*, with the Assembly when it meets, without the right to vote, except for the President's casting vote as set out in V.1;
 - b. the number of Delegates appointed by each member organisation shall be determined in accordance with the relevant table in the Bylaws.

IV. Election of Officers and Councillors

1. Officers and Councillors with the exception of those named in III.4c shall be elected by the Assembly at the time of each International Congress.
2. Nominations for Vice-President (who shall be President-elect), Secretary-Treasurer, Councillors for Physics, Chemistry, Biology and Medicine, and Councillors-at-large, shall be made by a Nominating Committee of five members to be appointed by Council. Not more than two members of this committee shall be currently serving on Council.
 At least two candidates shall be nominated for each post. Further nominations from Delegates to the Assembly shall be accepted provided that they are made in writing by a proposer and a seconder, and that they contain evidence of the candidate's willingness to serve if elected. The President shall not be eligible for re-election as an Officer of the Association. The Secretary-Treasurer may serve for two consecutive terms. The Assembly shall fill the above-named posts by election from the list of nominations received.
3. When a vacancy occurs in any of the positions filled by election at the Assembly, Council shall co-opt a member of Council to fill any vacancy in the Officers and a member of the Assembly to fill any vacancy in the elected Councillors. Co-opted members shall serve for the remainder of the term of office.
4. Councillors referred to in III.4c will be appointed by the respective member organisations. The names of such Councillors and of Delegates to the Assembly shall be communicated to the Secretary-Treasurer by the member organisations before the meeting of the Assembly. If the Councillor representing a member

organisation or any Delegate to the Assembly is unable to attend a meeting, a substitute may be designated by the Officers of the relevant member organisation and such a substitute shall be accepted as a full member of Council or Assembly for the duration of that meeting provided that written notice of the substitution has been received by the Secretary-Treasurer from the member organisation before the time of the meeting.

V. Duties of the Officers, Council and Delegates

1. The President shall be the executive Officer of the Association, and shall serve *ex officio* as chairman of the Council and of the Assembly of Delegates. He/she shall convene the Council and the Assembly during each International Congress and the Council at least once during the period between Congresses. He/she shall have no voting right in the Assembly except in case of a tie. The President shall act on behalf of Council in all the business necessary to promote the aims of the Association, and he/she or a representative appointed by the President shall represent the Association on appropriate international occasions.
2. The Vice-President shall perform the functions of the President whenever the latter is unable to perform these. If both President and Vice-President are absent, the Council shall nominate another of its members to preside.
3. The Secretary-Treasurer shall perform all duties customarily associated with that office. In consultation with the President he/she shall prepare the Agenda for meetings of Council and of the Assembly. He/she shall also function as Secretary of the Assembly of Delegates, but shall not have voting rights in the Assembly.
4.
 - a. the Council shall be the executive body which conducts all the business of the Association
 - b. the quorum for a meeting of Council shall be seven, but no meeting of Council shall be deemed valid if a majority of those present and voting belong to a single member organisation;
 - c. decisions of Council shall normally be taken by a simple majority vote. In the event of a tie the President shall use his casting vote. A mail ballot shall be valid only if at least half the members of Council have voted.
5.
 - a. the Assembly of Delegates, in addition to its electoral duties, as specified in IV.1 and 2, shall consider items of business relevant to the Association and may submit resolutions to the Council for its consideration;
 - b. the quorum for a meeting of the Assembly shall be half the number of Delegates who have been duly appointed by the member organisations and whose names have been received by the Secretary-Treasurer before the meeting of the Assembly: except that substitutes may attend, in accordance with IV.4, and may be counted for the quorum;
 - c. except for proposed amendments of the Constitution, decisions of the Assembly shall be taken by simple majority vote. In the case of a tie the President shall use his/her casting vote. Voting on any proposed amendment of the Constitution of the Association shall be carried out in accordance with VIII.3.

VI. Congresses

1. A scientific Congress of the Association shall normally be organised once every four years or at such intervals as may be determined by the Council. The time and place shall be decided by Council in the light of invitations received.
2. The scientific programme and detailed organisation of the Congress shall be the responsibility of an Organising Committee to be set up by the member organisation in the host country, or, if none exists there, by a scientific group recognised by Council as competent for this purpose. The Organising Committee shall be nominated by the member organisation or other recognised group in the host country, subject to ratification by Council.
3. The financial affairs of the Congress shall be the responsibility of the Organising Committee but the latter shall submit to Council a budget at least one year before the Congress and an abridged statement of Congress finances within one year of the termination of the Congress. If the Congress produces a financial surplus, after the member organisation in the host country has been reimbursed for any direct outlay of funds (including, if it so desires, any loans and donations in support of the Congress made to the Organising Committee from public or private sources) a part of this surplus, to be agreed in advance with Council when the invitation from the host country is accepted, shall be transferred to the Association, subject to any legal restrictions governing the transfer of funds from the host country.

VII. Finances

1. Member organisations shall pay annual dues to the Association based on the number of their active members, as laid down in the Bylaws of the Association.
2. When any member organisation has failed to pay its dues for three consecutive years, Council shall consider termination of its membership.
3. The income of the Association shall be devoted to:
 - a. the cost of administration. Allowable expenses under this heading are those specified in the Bylaws;
 - b. educational and scientific purposes consistent with the aims of the Association;
 - c. travel assistance to Congresses.
4. A Finance Committee, to be appointed by Council, shall audit the accounts of the Secretary-Treasurer before each Congress.

VIII. Amendment of the Constitution

1. Resolutions involving amendment of the Constitution may be proposed by the Council or by any two of the member organisations acting together.
2. Any resolution involving amendment of the Constitution must be submitted to the Secretary-Treasurer for transmission to Council at least one year in advance of the meeting of the Assembly which will vote on it. After consideration by Council the

proposed amendment together with any additional material which Council deems to be relevant, shall be forwarded by the Secretary-Treasurer to all the member organisations at least six months before the meeting of the Assembly, so that Delegates may be fully informed of the proposed changes before they meet.

3. Any resolution involving amendment of the Constitution, having been submitted to the Secretary-Treasurer for transmission to Council in accordance with VIII.1 and 2, shall be put to the next properly constituted Assembly, and adopted if at least two-thirds of the Delegates present vote in favour of the proposed amendment.

IX. Instalment of Bylaws

1. The Council shall have power to draw up such Bylaws as it may from time to time deem necessary for the efficient operation of the Association and for the implementation of I to VIII.
2. Any new Bylaws or any changes in existing Bylaws which have been approved by Council shall come into force immediately and remain in force until the next meeting of the Assembly, but shall continue in force thereafter only if the additions or changes have been ratified by the Assembly.

Bylaws

1. The annual contribution from each adhering organisation shall be Euro 4 for each active member effective January 2008. Previously USD 1 from 1974, USD 2 from 1980, and USD 3 from 1990.
2. The Secretary-Treasurer shall submit to the Assembly, when it meets, an audited statement of accounts, and a budget for the ensuing four years.
3. Administrative expenses shall include postage, printing and other communication costs, secretarial costs, and other normal administrative expenses. The Officers shall have power to authorise travel and subsistence expenses for designated representatives of the Association at meetings of associated organisations or committees, provided that expenses in excess of the budget or any not specified in the Bylaws will be allowed only if authorised by Council.
4. Applications for membership of the Association shall be submitted to the Secretary-Treasurer for transmission to Council by the Executive Committee of the national or regional society desiring membership and shall be accompanied by a copy of the Constitution and Bylaws governing that society, together with such supporting information on its history, activities and membership as may be deemed relevant to the application.
5. In considering applications for membership, Council will require to be satisfied *inter alia* that the scope of interest of the society applying is appropriate for membership of the Association and that it can represent adequately the majority of radiation research workers within its territory.
6. The number of Delegates which a member organisation may appoint to the Assembly shall be dependent upon the number of its active members in accordance with the table below:

<i>No. of active members</i>	<i>No. of Delegates</i>
25 or less	0
26 to 100	1
101 to 200	2
201 to 500	3
501 to 1000	4
over 1000	5

7. The time and place of the four-yearly scientific Congress of the Association will normally be decided by Council and communicated to the member organisations at least four years in advance of the event.
8. The Secretary-Treasurer will send to all new members of the Council the Minutes of the General Assembly at which they were elected (or appointed by the member societies) together with such information from the Association records as might assist them to perform their duties in conformity with the demands of the present Constitution.

9. The Nominating Committee for Vice-President, Secretary-Treasurer, Councillors for Physic, Chemistry, Biology, Medicine and Councillors-at-large shall be appointed at the Interim Council Meeting held between Congresses as specified in IV.2 of the Constitution. The Secretary-Treasurer shall inform Council members and member organisations of the names of the Committee nominees at least six months before the Assembly of Delegates at which election will take place. In the event of an unanticipated vacancy in the nominees in any one category, the Council shall be empowered to fill that vacancy.
10. The number of Delegates which each member organisation may appoint to the Assembly (Bylaw No. 6) is calculated from the average membership fees paid to the Association during the two years preceding the General Assembly. The same applies to the appointment of Councillors by the member organisations (Constitution III.4.c).
11. Monies provided by action of the Council of the IARR to support scientific meetings under Sections I.2 and I.3 of the Constitution shall be regarded as loans, provided on condition that the organisers of the meeting make a full financial statement to the IARR at the conclusion of the meeting, and in the event that the meeting shows a financial surplus, then the loan provided by the IARR shall be returned in full or in part, as the circumstances permit, by agreement with the Treasurer.
12. At the International Congresses of Radiation Research the President and Council of the IARR may, if a suitable candidate has been identified, present the 'Kaplan Distinguished Scientist Award', consisting of a medal and/or certificate and a sum of money to be determined by Council. The Selection Committee for the Award is to be chaired by the President, and consists of two other persons, who shall normally be the Vice-President and Immediate Past President. At the discretion of the President, any or all of these individuals may be replaced from the elected members of the IARR Council.