

Addendum to the Statute of the EPS Nuclear Physics division

(Minutes of the 37th NPB Meeting, Berlin May 7-8, 1999)
Revised: (Minutes of the 44th NPB Meeting, Debrecen October 4-5, 2002)
Revised: (Minutes of the 51th NPB Meeting, Padova (Italy) April 27-28, 2006)

VALIDITY OF THE MEETINGS AND MAJORITY WHEN VOTING ON ORDINARY MATTERS

1. The *members* of the Nuclear Physics Board (NPB) shall consist of *ordinary members* and *co-opted members* (Art. 5 of the Statute). The ordinary and co-opted members shall have exactly the same rights.
2. A meeting of the NPB is considered valid when at least half of its members are present.
3. The majority shall be defined as being more than half of the members present at the meeting. In the case of an equal number of votes the vote of the Chairperson shall prevail.
4. The above rules shall be valid for all ordinary matters, including administration and use of the Divisional funds. Special rules shall be adopted for the election of the Chairperson-elect, the Secretary of the Board, the Treasurer and the co-optation of new members (see points 5 and 6).

RULE FOR A MAJORITY AND THE PROCEDURE FOR THE ELECTION OF THE CHAIRPERSON, SECRETARY AND TREASURER, AND THE CO-OPTATION OF NEW MEMBERS.

5. For the election of the Chairperson-elect, the Secretary of the Board and the Treasurer and for the co-optation of new members, a majority shall be defined as being more than half of the members of the Board
6. For the election of the Chairperson-elect, the meeting in which the election will be held has to be announced at least one month before. Nominations of candidates must be submitted to the Chairman and the Secretary not later than 15 days before the meeting. The Secretary will inform all the members of the Board regarding nominations submitted not later than 10 days before the meeting.
7. Members not present at the meeting at which elections take place can cast their vote by e-mail or fax, addressed both to the Chairman and the Secretary, within ten days and not later than one day before the meeting. Their votes will be taken into account and recorded in the minutes of the meeting.
8. If none of the candidates are elected, further rounds of elections will be scheduled at the same meeting. In such elections, new nominations will be accepted and only the votes of members present at the meeting will be taken into account. If, in these additional rounds, no candidate are chosen, the elections will be postponed to the following meeting.

VOTING BY ELECTRONIC-MAIL OR FAX FOR URGENT OR MINOR MATTERS

9. For decisions on particularly urgent or minor matters the Chairman may decide to request the Board members to cast their vote by electronic mail or fax. The vote shall be expressed not later than two weeks after the



request. The majority shall be defined as being more than half of the members of the Board having expressed an opinion explicitly. The electronic mail or fax casting of votes shall be addressed both to the Chairperson and the Secretary.

PROCEDURE FOR THE ELECTION OF THE CHAIRPERSON

10. The Chairperson is elected for a period of two years
11. After this period he/she shall make himself/herself available as past-Chairperson, for a further year, to assist his/her successor.
12. The new Chairperson is elected one year before the term of his/her mandate; during this year he/she will assist the Chairperson in charge as Chairperson-elect.

DUTIES OF THE TREASURER

13. The Treasurer is charged with the administration of the funds of the Division deposited in the EPS account.
14. He/she shall provide the actions and make the necessary contacts with the EPS Secretariat to deposit the funds coming to the Division from the organisation of Conferences, from the contribution from its membership (Art. 6 of the Statute) as well as from any other source, into the EPS account. He/she shall also provide the actions and make the contacts with the EPS Secretariat needed to spend the Divisional funds following the decisions of the NPB.
15. Smaller expenses, less than 150,00 Euro, may be authorised under the responsibility of the Treasurer with information to the Chairperson.
16. He/she shall present the annual statement of the Divisional account every year at the first meeting of the Board.

TERM AND DUTIES OF THE SECRETARY

17. The Secretary is elected for a term of two years, renewable for at most one additional term of two years.
18. The term of the Secretary will be interleaved with the term of the Chairperson by one year.
19. The duties of the Secretary are:
 - to prepare the agenda (together with the chairman)
 - to prepare the minutes.
 - to keep the web pages of the board updated.
 - to keep tabs on actions and membership (together with the chairman).
 - to take care of the correspondence of the Board (together with the chairman).

MAJORITY REQUESTED FOR ANY MODIFICATION OF THE PRESENT REGULATIONS

For any modification of these regulations the majority requested is defined as more than 2/3 of the members of the Board. The members not present at the meeting of the Board where the modifications are discussed shall cast their vote by electronic mail or fax in the terms of the previous point 6.

