Constitution of the

International Association for Radiation Research

The original Constitution of the International Association for Radiation Research was approved by the General Assembly at its meeting of July 16, 1974 in Seattle (USA). The purpose of a revised Constitution is to retain the initial concepts and precepts of the organization but to provide for a more efficient mode of operation, communication, and decision making.

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;

II. Membership

1. National or regional societies for promoting radiation research may apply for membership (i.e., member society) of the Association in accordance with the procedure laid down in the Bylaws.

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

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

III. Administration

1. The affairs of the Association shall be conducted by a Council.

2. The Officers of the Association, who shall function as the executive body of the Association for daily operations, shall be:

   a. the President
   b. the Vice-President who shall be President-elect

c. the Secretary-Treasurer

3. The Council shall consist of:

   a. the Officers of the Association;
   b. one councillor representing each of the five disciplines: physics, chemistry, biology, medicine, and epidemiology;
   c. councillors appointed by each member society according to the number of active members, as follows:

No. of active members	No. of Councillors
less than 100	0
100 to 200	1
201 to 500	2
over 500	3

   The number of active members for a society will be determined as the average number of members for whom annual dues were paid to the Association during the calendar year of the election plus the two preceding years. It shall be the responsibility for each member society to communicate the name(s) of their appointed Councillor(s) to the Secretary-Treasurer no less than two weeks prior to the start of the Congress;
   d. one Councillor-at-large to collectively represent the member societies which do not have an appointed Councillor under c above. It shall be the responsibility for the affected member societies, by whatever mechanism they mutually agree upon, to communicate the name of one individual to the Secretary-Treasurer no less than two weeks prior to the start of the Congress;
   e. no person may serve on Council in more than one of the four capacities set out above.
   f. If there is a substantial fluctuation in the average number of members for which a society has paid dues in the years between Congresses, such that it has potential to affect the number of appointed Councillors (items c and d above), Council shall decide whether a change in the number and composition of appointed Councillors should be made; and if so, whether to implement the change immediately or at the start of the next term.

4. All Officers and Councillors shall serve a term defined as starting at the International Congress in the year in which they were elected or appointed and ending at the following International Congress. The exact timing and mechanism for the transition of Officers and Councillors will be specified in the Bylaws.

IV. Election of Officers and Councillors

1. Officers and Councillors named in III. a and b shall be elected by the member societies prior to the start of each International Congress.

2. Nominations for Vice-President (who shall be President-elect and shall succeed to the Presidency), Secretary-Treasurer, and Councillors for Physics, Chemistry, Biology Medicine and Epidemiology shall be made by a Nominating Committee of five members to be appointed by Council. Not more than three members of this committee shall be currently serving on Council. The President shall not be eligible for immediate re-election as an Officer or elected Councillor of the Association. The Secretary-Treasurer may serve for two consecutive terms. The initial list of nominees shall be distributed by the Secretary-Treasurer to the member societies at least seven months prior to the start of the next Congress.

   Further nominations from member societies shall be accepted provided that they are received from the governing body of the member society by the Secretary-Treasurer (or designee) at least five months prior to the start of the next Congress and the candidate's willingness to serve if elected has been obtained. Every effort should be made to have at least two candidates nominated for each post.

3. Election of Officers and Councillors will be conducted by distribution of the final slate of nominees to the member societies no later than four months prior to the start of the Congress. Each member society may cast votes for each elected position from the listed nominees; the number of votes to be determined as the number of appointed Councillors defined in III.3.c plus one. To be valid, votes must be returned by the member society to the Secretary-Treasurer (or designee) no later than three months prior to the start of the Congress. For instances where there are more than two nominees for a position and no nominee receives more than 50% of the votes cast for that position, a run-off election between the two nominees who received the most votes will be conducted as expeditiously as possible, with a deadline for receiving votes from member societies of no later than two months prior to the start of the Congress. If there is a tie after the run-off election, or if there is a tie in the initial election for positions with only two nominees, the current Council will make the final selection.

4. If a vacancy occurs in any of the Officer positions (III.2), Council shall co-opt a current member of Council to fill the vacancy. The selected individual shall serve for the remainder of the term of office.

5. If a vacancy occurs in any of the elected Councillor positions (III.3.b), a special election will be conducted following the general procedures above (IV.1-3) but as expeditiously as possible and without regard to the specified time prior to the start of the Congress.

6. If a vacancy occurs in any of the Councillors appointed by the respective member societies (III.3.c and d), the member society(ies) shall appoint an individual to fill the remainder of the term.

V. Duties of the Officers, Council and Delegates

1. The President shall be the executive officer of the Association and shall serve as chairman of the Council. He/she shall convene the Council at least once during each International Congress and at least once during the period between Congresses. He/she shall have no voting right in the Council 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 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 designate another of its members to perform the functions.

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.

4. Functions of the Council

    a. the Council shall be the body responsible for oversight of all business of the Association;
    b. the quorum for a meeting of Council shall be one-half of the number of voting members of Council;
    c. meetings of the Council may be conducted in-person, via teleconference, or a hybrid, at the discretion of Council. However, it is strongly encouraged that meeting(s) of the Council during the Congress be conducted in person;
    d. decisions of Council shall normally be taken by a simple majority vote. In the event of a tie the President shall cast the deciding vote. At the discretion of the Officers, voting may be conducted electronically provided a suitable time for response is allowed. The time allowed for response will be 1 - 6 weeks, depending on the matter under discussion.

VI. Congresses

1. A scientific International Congress of Radiation Research 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 society 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 society 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.

VII. Finances

1. Member societies shall pay annual dues to the Association based on the number of their active members. The amount per active member shall be specified in the Bylaws of the Association.

2. When any member society 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 meetings and congresses;
   d. support provided to the Organizing Committee of a Congress for purposes of convening and conducting the Congress.

4. A Finance Committee, to be appointed by Council, shall audit the accounts of the Secretary-Treasurer before each Congress. At the discretion of Council, an additional audit may be conducted to document the transition of accounts with change in the Secretary-Treasurer.

VIII. Amendment of the Constitution

1. Amendments to the Constitution may be proposed by the Council or by any four of the member societies acting together.

2. Any proposed amendments from member societies must be submitted to the Secretary-Treasurer for transmission to Council. The proposed amendments will be considered by Council. If any changes are required for legal reasons or to avoid internal conflicts, or for any other reason, they shall be made and the revised proposal returned to the submitting member societies for approval.

Upon receipt of approval, Council will vote to accept or reject the proposed amendments. For acceptance, a favourable vote by at least two-thirds of Council members voting is required. If the proposed amendments are not accepted, the submitting member societies will be so informed and matter will be closed. If the proposed amendments are accepted by Council, they will be transmitted to all member societies for approval (see below; VIII.4).

3. Any proposed amendments initiated by Council will be discussed and then distributed for a vote (electronic voting is permitted). For acceptance, a favourable vote by at least two-thirds of Council members voting is required. If the proposed amendments are accepted by Council, they will be transmitted to all member societies for approval (see below; VIII.4)

4. Proposed amendments of the Constitution, having been accepted by Council, shall be distributed to all member societies. Unless at least one-third of the current member societies submit an objection (rejection) to the amendments to the Secretary-Treasurer within one month of distribution, the amendments will be considered to be adopted. The amended Constitution will go into effect at that time.

IX. Installment 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 the Constitution.

2. Any new Bylaws or any changes in existing Bylaws which have been approved by Council shall come into force immediately.

X. Contingency Procedures

Circumstances beyond the control of the Association may preclude adherence to the procedures outlined in the Constitution and in the Bylaws. Situations include (but are not limited to) cancellation or postponement of the Congress, failure to achieve a quorum at a required meeting, delays in scheduled communications to the Council and/or the member societies. In the event of such an extraordinary circumstance, this Article authorizes the President, Vice-President, and Secretary-Treasurer to take whatever steps are necessary to deal with the emergency. While it is recognized that it may not be possible to adhere to the mandated policies and procedures, it shall be a guiding principle that the spirit and intent of the Constitution and Bylaws will be followed as much as possible. If it is necessary to initiate contingency procedures, the Council and member societies shall be informed as soon as feasible via notification(s) that should include the events requiring the contingency procedures, what decision was made and the rationale for it, and what is planned to deal with the situation.

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