

# Bylaws of the

## International Association for Radiation Research

1. The annual dues from each adhering member society shall be Euro 4 for each active member. Prior amounts of dues were: effective January 2008, USD 1 from 1974 to 1980, USD 2 from 1980 to 1990, USD 3 from 1990 to 2008, and Euro 4 from 2008 to present.
2. The duties of the Secretary-Treasurer include the collection of annual dues from member societies and maintenance of the roster of member societies and necessary contact information. The Secretary-Treasurer shall submit to the Council, when it meets during the Congress, an audited statement of accounts, and a budget for the ensuing four years. The Secretary-Treasurer is authorized to disburse funds in accordance with the budget approved by Council. The Secretary-Treasurer shall be responsible for documenting the actions and decisions of Council via Minutes to be approved by Council. The Secretary-Treasurer shall cause to be developed a publicly available website where the historical records can be maintained, to include minutes of Council meetings, directory of member societies and Council members, records of past Congresses and announcements about future Congresses, and such material as Council shall specify.
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 member societies 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 governing body of the national or regional society desiring membership and shall be accompanied by a copy of the Constitution and/or 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 radiation research workers within its territory.
6. For purposes of conducting electronic votes on actions of Council, either via web-based surveys or direct response to e-mail, the following general guidelines will be employed. Approval of an action, especially when

extensively discussed by Council and a consensus agreed upon, will be presented as an affirmative motion. The motion will be considered to be approved upon return of a number of affirmative votes representing more than one-half of the number of eligible voters (i.e., a majority approval) or if a majority number of votes in the negative is not received by the Secretary-Treasurer (or designee) within the specified timeframe. Effectively, this considers the lack of response or vote to be an affirmative vote for the motion. However, in all cases, adequate time for response must be provided, depending on the nature of the matter under consideration. As guideline, for a minor matter requiring individual Council member consideration (disbursal of funds, approval of minutes, selection of a meeting time), a response time of 1-2 weeks will be sufficient. For a matter requiring Councillors to communicate with their member society and/or to obtain specific approval from their member society, a response time of 4-6 weeks would be appropriate. For any matter discussed by Council where it is anticipated that electronic voting will be utilized, a specific interval for response should be agreed upon at the time of discussion.

7. The time and place of the four-yearly scientific International Congress of Radiation Research will normally be decided by Council and communicated to the member societies 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 recent meetings of Council 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. Monies provided by action of Council to support an International Congress of Radiation Research or other scientific meetings under Article VII.3 of the Constitution shall be designated as either a grant or a loan, at the time the funds are approved. Grants are not required to be repaid, but a full financial statement after the meeting is required. Loans are provided on condition that the organisers of the meeting make a full financial statement to the IARR at the conclusion of the meeting. If the Congress or meeting produces a financial surplus, after the member society in the host country has been reimbursed for any direct outlay of funds (including, if it so desires, any loans in support of the Congress made to the Organising Committee from public or private sources) the loan shall be repaid to the Association, subject to any legal restrictions governing the transfer of funds from the host country. Alternatively, the Organizing Committee may petition Council to convert all or a portion of the loan to a grant that will not need to be repaid. Council shall act upon such a request and notify the Organizing Committee of the decision.
10. At the International Congresses of Radiation Research, the President of the IARR may, if a suitable candidate has been identified, present the 'Kaplan Distinguished Scientist Award', typically at the time of presentation of the Kaplan Award Lecture, as arranged with the Organizing Committee. In

addition to a medal and/or certificate, the award shall provide for a waiver of registration to the Congress, reasonable travel and hotel expenses, and a cash award; the total sum not to exceed the amount approved in the current budget or as modified by specific act of 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 Council any or all of these individuals may be replaced by members of the IARR Council.

## Appendix A.

Necessary and/or desirable information required in a bid to hold an ICRR

1. Name of host society, Secretary General. (Names of President and Chairman of Programme Committee and any other officers if possible.)
2. Country and City and place where it is proposed to hold the ICRR.
3. What dates are proposed for the ICRR? What is the weather like at that time?
4. What type of conference venue would be used? e.g. Congress Centre, Hotel or University lecture halls.
5. Is there a range of hotels available (Superior, Standard, Budget etc.)?
6. What is the usual travel route for foreign visitors to the venue?
7. Do visitors from any countries require visas? If so, can they be obtained without difficulty?
8. Does the Government, Academy of Sciences, State or City administration support the Congress? (It is usual to have letters of support/invitation from such organisations.)
9. Are the above (or any other) organisations likely to provide financial support to the congress organisers?
10. What is the registration fee estimated to be in US\$?
11. Is it planned to publish the proceedings?
12. Will there be an accompanying persons programme?