

Statutes of Association

International Society for Clinical Biostatistics (ISCB)

Subject	Article	Details
Name and Headquarters	01	The International Society for Clinical Biostatistics (ISCB) is a non-profit association governed by the present Statutes and, secondly, by Articles 60 et seq. of the <u>Swiss Civil Code</u> . It is neutral politically, and non-denominational.
	02	The Organisation's Headquarters are located in the State of Geneva. The Association shall be of unlimited duration.
Aims	03	The Association is organised and shall be operated for educational and scientific purposes and shall pursue the following aim(s): <ul style="list-style-type: none"> • to stimulate research on the biostatistical principles and methodology used in clinical research; • to increase the relevance of statistical theory to clinical medicine; • to promote high and harmonised standards of statistical practice; • to work with other societies and organisations in the advancement of biostatistics; • to promote better understanding of the use and interpretation of biostatistics by the general public, and by national and international organisations and agencies within the public and commercial sectors with an interest in, and/or responsibilities for, public health; and • to provide a common forum for clinicians and statisticians through meetings, seminars and publications.
Resources	04	The Association's resources are derived from: <ul style="list-style-type: none"> • membership fees; • advertising; • donations and legacies. The funds shall be used in accordance with the Association's social aims.
Members	05	Any physical person who shares the Aims of The Society may become a member. To become a member of the Association, the International Society for Clinical Biostatistics, a person shall complete the Membership Subscription form and send it to the Office, or they can also become a member by registering for the conference as a non-member and pay a higher fee.
		The Association comprises: <ul style="list-style-type: none"> • Ordinary Members (open to all interested individuals who share the Aims of The Society); • Honorary Members (shall be recommended by the Executive Committee and conferred by majority vote of the Executive Committee, on Ordinary Members distinguished in clinical biostatistics, who have given service of exceptional value and duration to The Society).
		Membership ceases: <ul style="list-style-type: none"> • By written resignation; • By exclusion ordered by the Executive Committee, for just cause, with a right of appeal to the Executive Committee; • For non-payment of dues for more than six months. In all cases the membership fee for the current year remains due.
		Only the Association's assets may be used for obligations/commitments contracted in its name. Members have no personal liability.

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Organs	06	The Association shall include the following organs: <ol style="list-style-type: none"> 1. General Assembly, 2. Executive Committee, 3. Executive Officers (President, Vice-President, Secretary, Treasurer), 4. Auditor.
General Assembly	07	The General Assembly is the Association's supreme authority. It is composed of all the members.
		It shall hold a General Meeting, usually once each year at the Conference. It may also hold an extraordinary session whenever necessary, at the request of a majority of the Executive Committee or at least one fifth of its members.
		The General Meeting shall be considered valid as long as thirty members, or one tenth of the current Membership, whichever is smaller, are present.
		The Executive Committee shall inform the members in writing of the date of the General Meeting of General Assembly at least thirty days in advance. The notification shall include the proposed agenda.
	08	The General Assembly: <ul style="list-style-type: none"> • Elects the members of the Executive Committee and the Officers: Vice-President, Secretary and Treasurer (the Vice-President becomes President after 2 years); • Reviews the contents of the reports and financial statements for the year and votes on their approval; • Approves the annual budget and the annual membership fees; • Supervises the activity of other organs, which it may dismiss, stating the grounds therefore; • Decides on any modification of its Statutes and Constitution; • Decides on the dissolution of the Association.
	09	The General Meeting of the General Assembly is presided over by the President of the Association.
	10	Decisions of the General Assembly shall be taken by a majority vote of the members voting (Ballot) or present (General Meeting). In case of deadlock, the President shall have the casting vote.
		Decisions concerning the amendment of the Statutes and Constitution (by Ballot) and the dissolution of the Association (at a General Meeting) must be approved by a two-thirds majority of the members voting (Ballot) or present (General Meeting).
	11	At a General Meeting, votes are by a show of hands. Voting can also take place by ballot.
	12	The agenda of the General Meeting of the General Assembly must include: <ul style="list-style-type: none"> • Approval of the President's annual Activity Report • Approval of the report of the Treasurer and of the Auditor, including Setting of membership fees and Approval of the budget • Approval of reports and accounts • Miscellaneous business
Executive Committee	13	The Executive Committee is authorised to carry out all acts that further the purposes of the Association. After the Executive Officers who manage the Association's affairs day-to-day, it has the most extensive powers to manage the Association's affairs.
	14	The Executive Committee is composed of between 9 and 12 members elected by the General Assembly. Each member's term of office is defined in the Association's Constitution. The Executive Committee meets as often as the Association's business requires.
	15	The Executive Committee members work on a volunteer basis and as such can only be reimbursed for their actual expenses and travel costs.
		The paid employees of the Association may attend meetings of the Executive Committee but have no vote on the Executive Committee.

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	16	The functions of the Executive Committee are: <ul style="list-style-type: none"> to take the appropriate measures to achieve the goals of the Association; to take decisions with regard to the possible expulsion of members; to ensure that Statutes and Constitution are observed and applied; to draft rules and procedures; to administer the assets of the Association.
Auditor	17	Each year the Executive Committee hires an Auditor to audit the Association's financial records and assets. It may also entrust this task to a fiduciary company.
		The auditors shall check the operating and annual accounts prepared by the Treasurer and present a written and detailed report to the General Assembly.
Signature and representation	18	The Association is legally bound by 2 of the following 4 signatures: President, Vice President, Secretary, Treasurer.
Various provisions	19	The financial year shall begin on 1 January and end on 31 December of each year.
	20	Should the Association be dissolved, the available assets should be transferred to a non-profit organisation pursuing public interest goals similar to those of the Association and likewise benefiting from tax exemption. Under no circumstances should the assets be returned to the members. Nor should they use a part or a total of assets for their own benefit.
		The present Statutes have been approved by the Constituent General Assembly of the International Society for Clinical Biostatistics by an electronic Ballot in October 2018.
For the Association	President	KyungMann Kim, _____, date: _____
	Secretary	Geir Egil Eide, _____, date: _____

References and useful links

- [*Droit de l'association*](#), Jean-François PERRIN, 3ème Edition Schulthess, coll. *Droit civil suisse*, Zurich, 2008
- [*Swiss Association*](#), Niederer Kraft & Frey, NKF Series, Publication 17, Zurich, 2011
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- Created from: <https://www.cagi.ch/en/ngo/model-Statutes.php>