

STATUTES and BY-LAWS

of the

International Association
of Geomagnetism and Aeronomy

(Revised July 2007, IUGG General Assembly, Perugia, Italy)

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GLOSSARY OF TERMS

Terms are defined formally in the Statutes; this glossary is included for convenience only and does not provide the formal definition of terms.

Assembly: an ordinary General Assembly, an extraordinary General Assembly, or a Scientific Assembly of IAGA.

(The) Association: IAGA.

(The) By-Laws: the By-Laws of IAGA.

Chief Delegate: the Delegate appointed by an IAGA National Body for the purpose of casting that country's vote(s) on administrative and financial matters and who has communicated his or her accreditation to the Secretary-General.

Component Bodies of IAGA: the Divisions and Interdivisional Bodies of IAGA.

Conference of Delegates: a formal meeting of Delegates and Chief Delegates of Member Countries, open to the public.

Delegate: a scientist from a Member Country who is registered for an IAGA Assembly as a *bona-fide* scientific participant, or someone who has the agreement of the Secretary-General in consultation with the IAGA Executive Committee to attend and vote as a Delegate at a Conference of Delegates.

Executive Committee: the committee elected by a Conference of Delegates to be responsible for IAGA affairs between Conferences of Delegates.

Extraordinary General Assembly: a General Assembly of IAGA called by the President in accordance with *By-Law 5*.

Finance Committee: the committee appointed by the Executive Committee to examine the accounts and report to a Conference of Delegates.

General Assembly (of IAGA): an ordinary General Assembly or an extraordinary General Assembly of IAGA.

Honorary Member of IAGA: a person who has been voted the status of honorary member of the Association in recognition of outstanding contributions to the work of IAGA.

IAGA: the International Association of Geomagnetism and Aeronomy.

IAGA National Body: the body in a Member Country that is established by the body that adheres to IUGG to represent that country in IAGA activities.

ICSU: the International Council for Science (previously called the International Council of Scientific Unions).

IUGG: the International Union of Geodesy and Geophysics.

Member Country (of IAGA): a country that adheres to IUGG and may, therefore, participate in IAGA activities. Paying Member Countries of IUGG, as defined in the IUGG statutes, are paying Member Countries of IAGA. Countries in Observer status or having Associate Membership of IUGG, as defined in the IUGG statutes, are non-paying Member Countries of IAGA.

National Correspondent (not mentioned in the Statutes): the person to whom correspondence with the IAGA National Body of a Member Country is addressed; generally different from that Country's Chief Delegate to an Assembly.

Nominating Committee: the committee appointed by the Executive Committee to provide to a conference of Delegates nominations for the Executive Committee (Chief Delegates may also make nominations).

Ordinary General Assembly (of IAGA): an Assembly of IAGA normally held in conjunction with an ordinary General Assembly of IUGG (i.e., every 4 years).

Period: the interval between the end of one ordinary General Assembly of IAGA and the end of the next ordinary General Assembly of IAGA.

Scientific Assembly (of IAGA): an Assembly of IAGA normally held between ordinary General Assemblies.

(The) Statutes: the Statutes of IAGA.

STATUTES OF IAGA

I. OBJECTIVES, STRUCTURE, AND MEMBERSHIP OF THE ASSOCIATION

Statute 1. Objectives of IAGA

The objectives of the International Association of Geomagnetism and Aeronomy (henceforth IAGA) are:

- (a) to promote studies of the magnetism and aeronomy of the Earth and other bodies of the solar system and of the interplanetary medium and its interaction with these bodies where such studies have international interest;
- (b) to encourage research in the above subjects by individual countries, institutions, or persons and to facilitate international co-ordination of such research;
- (c) to provide an opportunity on an international basis for discussion and publication of the results of the research indicated above;
- (d) to promote appropriate standardisations of observational programmes, data acquisition systems, data analysis, and publications.

Statute 2. Establishment of Component Bodies

To achieve its objectives, the Association may establish Component Bodies both within the Association and jointly with other Associations of the International Union of Geodesy and Geophysics (IUGG) or components of other Bodies of the International Council for Science (ICSU).

Statute 3. A Member Country of IAGA

A country that adheres to IUGG, as defined in the IUGG Statutes, is a Member Country of IAGA and may participate in IAGA activities. Paying Member Countries of IUGG, as defined in the IUGG statutes, are paying Member Countries of IAGA. Countries in Observer status or having Associate Membership of IUGG, as defined in the IUGG statutes, are non-paying Member Countries of IAGA.

Statute 4. An IAGA National Body

Each Member Country shall be represented by a single body, henceforth referred to as the IAGA National Body, established in that country by the body that adheres to IUGG.

II. ADMINISTRATION

Statute 5. Assemblies of IAGA

- 5.1 An ordinary General Assembly of IAGA shall normally be held in conjunction with each ordinary General Assembly of IUGG.
- 5.2 The interval between the end of one ordinary General Assembly and the end of the next one is, for the purposes of the Statutes, termed one Period.
- 5.3 A Scientific Assembly of IAGA may be held between ordinary General Assemblies of IAGA, in accordance with IUGG By-Laws.
- 5.4 An extraordinary General Assembly of IAGA may be convened by the President in accordance with the By-Laws.

Statute 6. Delegates and Conferences of Delegates

- 6.1 The work of the Association shall be directed by Conferences of Delegates held at Assemblies of IAGA.
- 6.2 A Delegate is a scientist from a Member Country who is registered for an Assembly as a *bona-fide* scientific participant, or someone who has the agreement of the Secretary-General in consultation with the IAGA Executive Committee to attend and vote as a Delegate at a Conference of Delegates.
- 6.3 Among the Delegates from each Member Country, one shall be identified by the respective IAGA National Body as Chief Delegate for the purpose of casting that country's votes on administrative and financial matters as stipulated in *Statutes 12, 13 and 14*. A Chief Delegate may be represented in voting matters by another Delegate appointed in accordance with the By-Laws.
- 6.4 A Delegate may represent only one Member Country. A member of the Executive Committee (see *Statute 7*) may not be a Chief Delegate, except when that member is the only person in attendance from the country in question.
- 6.5 A Conference of Delegates shall be convened at least once during each Assembly of IAGA.

Statute 7. The Executive Committee

- 7.1 Responsibility for the direction of IAGA affairs between Conferences of Delegates shall rest with an Executive Committee of the Association, elected at a Conference of Delegates.
- 7.2 Decisions of the Executive Committee must be reported to a Conference of Delegates. Any decision or recommendation failing to receive simple majority support from a Conference of Delegates shall be referred to the Executive Committee for further study.
- 7.3 The duties of the Executive Committee shall be to administer the affairs of the Association in accordance with these Statutes and By-Laws and the decisions of a Conference of Delegates.

- 7.4 The Executive Committee may create Joint Bodies with other IUGG Associations and components of other ICSU Bodies to deal with topics of mutual interest, and may appoint appropriate leaders and IAGA representatives.
- 7.5 In its dealings with non-IUGG Bodies, the Executive Committee shall not commit the name of IUGG, or act on behalf of IUGG, unless prior approval has been secured from the IUGG Executive Committee.
- 7.6 The Executive Committee shall meet at least twice at each Assembly, and must meet at least once more between ordinary General Assemblies.

Statute 8. Membership of the Executive Committee

- 8.1 The Executive Committee shall consist of the President, Vice-President, Secretary-General, and seven additional Members. All members of the Executive Committee shall be elected by a Conference of Delegates as an administrative matter with voting as stipulated in *Statutes 13 and 14*.
- 8.2 The President shall be elected for one Period, and may not be re-elected to the same office. No person, other than the Secretary General, may serve in the same position for more than two Periods. A person who has already served for two Periods is not eligible for a lower position.
- 8.3 The retiring President (*ex-officio*) shall be entitled to attend Executive Committee meetings and participate in Committee business, but shall not vote or draw on IAGA funds to attend such meetings.
- 8.4 The Secretary-General shall be elected for eight years and may be re-elected for up to two successive four-year terms.
- 8.5 The election of the Executive Committee shall normally take place at a Conference of Delegates held at an ordinary General Assembly, with the exception of the Secretary-General who shall normally be elected at a Conference of Delegates held at a Scientific Assembly.
- 8.6 In the event of any vacancy occurring in the membership of the Executive Committee during a Period, the Executive Committee shall appoint a person to fill the vacancy until the next election. The eligibility for election of a person so appointed shall not be affected by such an appointment. If the vacancy is that of the Presidency, the Vice-President shall act as President.

Statute 9. Duties of Component Bodies

- 9.1 The duties of the Component Bodies within IAGA (see Statute 2) shall be to further the scientific objectives of IAGA through:
 - (a) co-ordination of appropriate scientific research;
 - (b) organisation of scientific meetings;
 - (c) promotion of the exchange of information and data; and
 - (d) provision of advice to the Executive Committee on the formulation of policies to guide the scientific work of the Association.
- 9.2 The duties of the Component Bodies established jointly with other Associations of IUGG or other ICSU Bodies (see *Statute 2*) shall be to deal with and co-

ordinate those scientific programmes and/or meetings that cover topics of mutual interest.

III. FINANCE

Statute 10. Adoption of the budget

The Secretary-General shall prepare a budget estimate of receipts and expenditures for each half-Period and present this budget before the Executive Committee and a Conference of Delegates at the time of an Assembly. On receiving the approval of both the Executive Committee and a Conference of Delegates, the Secretary-General shall proceed with the disbursement of funds in accordance with that approved budget.

Statute 11. Finance Committee

- 11.1 A Finance Committee shall be appointed by the Executive Committee within six months after the opening of each ordinary General Assembly and shall normally serve for one Period.
- 11.2 No serving Executive Committee Member may be a member of the Finance Committee.
- 11.3 The Finance Committee shall examine the accounts and report the results of their examination for approval to the Executive Committee and to a Conference of Delegates.

IV. VOTING

Statute 12. Categories of Voting Matters

- 12.1 Prior to a vote by a conference of Delegates, the President shall decide whether the matter under consideration is scientific, administrative, or financial.
- 12.2 Matters that are partly scientific and partly administrative and do not involve matters of finance shall be classified as administrative matters.
- 12.3 The President's ruling may be challenged only by the Chief Delegate of a Member Country. In the event of a challenge, the President's ruling can be changed in accordance with a vote passed at the Conference of Delegates by a two-thirds majority of the Chief Delegates of paying Member Countries present.

Statute 13. Voting Rules

- 13.1 When a vote is taken on a scientific matter, each Delegate present at a conference of Delegates shall have one vote.

- 13.2 When a vote is taken on an administrative matter, voting shall be by paying Member Countries, each paying Member Country having one vote cast by its Chief Delegate, or that person's representative in accordance with the By-Laws.
- 13.3 When a vote is taken on a financial matter, voting shall be by paying Member Countries, each paying Member Country having a number of votes equal to the number of its category of membership in IUGG. Such votes shall be cast by the Chief Delegate of each paying Member Country, or that person's representative in accordance with the By-Laws.
- 13.4 Voting on administrative or financial matters may be conducted by correspondence (in accordance with the By-Laws) as an alternative to a vote taken at a Conference of Delegates.

Statute 14. Voting at Conferences of Delegates

- 14.1 Decisions taken by a vote at a Conference of Delegates shall be valid only if at least half of the Chief Delegates of paying Member Countries attending the Assembly are present or represented in accordance with the By-Laws.
- 14.2 Decisions of a Conference of Delegates shall be taken by a simple majority of the votes cast, except as otherwise specified in the Statutes. Simple or two-thirds majority shall be determined by the proportion of affirmative votes to the sum of the affirmative and negative votes, including correspondence votes by paying Member Countries on administrative and financial matters as specified in the By-Laws, and excluding abstentions. If a tie should occur, the decision shall rest with the President.

V. GENERAL

Statute 15. Modification of the Statutes

- 15.1 Modifications to these Statutes shall come into force at the close of the General Assembly at which the modifications are adopted, or as otherwise decided by a Conference of Delegates.
- 15.2 These Statutes may only be modified with the approval of at least a two-thirds majority of Chief Delegates of paying Member Countries present at a Conference of Delegates held during a General Assembly, in accordance with *Statutes 6, 13, and 14*.
- 15.3 Only the IAGA National Body of a Member Country may propose a change to these Statutes. Any such proposal must reach the Secretary-General at least four months prior to the announced date of the General Assembly at which it is to be considered. The Secretary-General shall notify all IAGA National Bodies of any proposed change at least two months prior to the announced date of the General Assembly.

Statute 16. Modification of the By-Laws

A Conference of Delegates shall have the power to adopt By-Laws within the framework of the Statutes of the Association. These By-Laws may be adopted or modified by a simple majority vote of Chief Delegates of paying Member Countries present at a General Assembly, in accordance with *Statutes 5, 13, and 14*. Any modification of the By-Laws shall come into force at the close of the General Assembly at which they are approved unless otherwise decided by the Conference of Delegates.

Statute 17. Languages

The present Statutes have been prepared in the official languages of the IUGG. The English text shall take precedence if there is a question of interpretation.

BY-LAWS OF IAGA

I. COMPOSITION

By-Law 1. Component Bodies of IAGA

The Component Bodies of IAGA shall be called Divisions and Interdivisional Bodies as follows:

- Division I : Internal Magnetic Fields
- Division II : Aeronomic Phenomena
- Division III: Magnetospheric Phenomena
- Division IV : Solar Wind and Interplanetary Magnetic Field
- Division V : Observatories, Instruments, Surveys, and Analyses
- Interdivisional Commission: History
- Interdivisional Commission: Developing Countries

By-Law 2. Role and Structure of a Component Body

- 2.1 Each Division or Interdivisional Body shall propose to the Executive Committee its own role, structure, and mode of operation, which must be approved by the Executive Committee.
- 2.2 The role and the effectiveness of each Division and Interdivisional Body shall be reviewed by the Executive Committee at each ordinary General Assembly.

By-Law 3. Appointment of Leaders of Component Bodies

- 3.1 The leaders of each Division and Interdivisional Body shall be appointed by the Executive Committee for one Period, subject to ratification by a Conference of Delegates. Vacancies occurring in the interim shall be filled by a person appointed by the Executive Committee.
- 3.2 In order that their appointments shall become effective, Division and Interdivisional Body leaders must express in writing to the President their willingness to serve.
- 3.3 The leaders of Divisions and Interdivisional Bodies may appoint, for each Period, Reporters, Working Group leaders, and the leaders of other possible subdivisions.
- 3.4 While it is recognized that the prime criteria for the appointment of leaders should be the scientific and administrative competence of the candidates, the Executive Committee and Division and Interdivisional Body leaders shall ensure that, wherever possible, these appointments achieve a diversified geographical representation.

By-Law 4. Honorary Membership of IAGA

- 4.1 A person who has given outstanding service to IAGA may be elected by a Conference of Delegates as an “Honorary Member of IAGA”. The

Executive Committee shall select persons for this category and shall present their names to a Conference of Delegates for approval.

- 4.2 The names of Honorary Members of IAGA shall be listed in publications where the structure of IAGA is shown and they shall be entitled to receive free from the Secretary-General, IAGA News, Transactions, and IAGA Programme-Abstract booklets.

II. ADMINISTRATION

By-Law 5. Extraordinary General Assemblies

- 5.1 The President may at any time, with the approval of the Executive Committee, call an extraordinary General Assembly.
- 5.2 The President must call an extraordinary General Assembly at the request of not less than twenty-five Member Countries.
- 5.3 Such an extraordinary General Assembly must be held no later than nine months after the request.
- 5.4 An extraordinary General Assembly shall have the same powers and be subject to the same rules as an ordinary General Assembly.

By-Law 6. Notice of an Assembly

Notice of the date and place of an ordinary General Assembly or a Scientific Assembly shall be sent by the Secretary-General to the Member Countries at least nine months prior to that Assembly. The notice period for an extraordinary General Assembly shall be four months.

By-Law 7. The Agenda for a Conference of Delegates

- 7.1 A provisional agenda for a Conference of Delegates shall be prepared by the Secretary-General and circulated to IAGA National Bodies at least two months prior to the opening of an Assembly.
- 7.2 The provisional agenda shall include all items submitted by IAGA National Bodies for discussion at the Conference of Delegates, together with questions placed on the provisional agenda by the Executive Committee. Additional agenda items, for which notice has not thus been given, may only be discussed with the consent of the Conference of Delegates.

By-Law 8. Attendance at a Conference of Delegates

- 8.1 Conferences of Delegates shall be open to the public. Any non-delegate shall be heard in a discussion provided that person has the consent of the President.
- 8.2 The President may, on his or her own initiative or at the request of a National Body, invite representatives of scientific bodies or individuals to attend a Conference of Delegates in an advisory capacity.

By-Law 9. Voting at a Conference of Delegates

- 9.1 A Member Country not represented at a Conference of Delegates may vote by correspondence on any matter declared to be administrative or financial, with the exception of the election of the Executive Committee, provided that (i) the matter has been clearly defined in the final agenda distributed in advance to the Member Countries, (ii) the substance of the matter has not been changed, and (iii) the said vote has been received by the Secretary-General prior to the meeting.
- 9.2 Prior to a vote, the President shall decide whether the procedure of voting by correspondence applies. The President's ruling may be challenged as prescribed in *Statute 12*.

By-Law 10. Representation on behalf of a Chief Delegate

A Chief Delegate of a Member Country may designate another Delegate from that country to be his or her representative at all or part of a Conference of Delegates. If the Chief Delegate is unable to do this, the accredited Delegates from that Member Country may designate one of their members to represent the Chief Delegate. In either case, the Secretary-General shall be informed of the designation in writing prior to the Conference of Delegates at which the representative of the Chief Delegate is to act.

By-Law 11. Nominations and Election of the Executive Committee

- 11.1 At least six months prior to the opening of an ordinary General Assembly, the President, in consultation with the Executive Committee, shall appoint a Nominating Committee consisting of a Chairman and four members. Members of the Executive Committee may not be appointed to the Nominating Committee.
- 11.2 The Nominating Committee shall nominate at least one candidate for each position on the Executive Committee and notify the Secretary-General so that these nominations are circulated to all IAGA National Bodies at least two months prior to the election.

- 11.3 The IAGA National Body of any Member Country may make other nominations in writing to the Chairman of the Nominating Committee at least one month prior to the election. To qualify for candidacy, each individual nomination must be supported by at least three Member Countries and must be accompanied by the written agreement of the nominee to stand. The combined list of candidates must be made public at least one day prior to the election.
- 11.4 The composition of the Executive Committee should reflect diversified geographical and scientific disciplinary representation, and favour short rather than long intervals of service in order to increase opportunities for new members to serve.
- 11.5 Members of the Executive Committee shall be elected by secret ballot. The President shall select two scrutineers for the election from among the Delegates present. The scrutineers shall not be members of the Executive Committee nor of the Nominating Committee nor candidates for the election.
- 11.6 Scientists from countries that are not Member Countries of IAGA or are represented by Adhering Bodies that have been in Observer status for more than two years or have Associate Membership (as defined in the IUGG Statutes) are not eligible to hold elected positions in IAGA.

By-Law 12. Meetings of the Executive Committee

- 12.1 Executive Committee meetings shall be convened by the President, or by the Vice-President when the President is not available. At a meeting of the Executive Committee, no member can be represented by another person. Decisions of the Executive Committee shall be valid only if at least half of its members are present. All decisions of the Executive Committee shall be taken by simple majority of the total number of voting members present. In the case of a tie, the decision shall rest with the President.
- 12.2 When the importance and urgency of a decision warrant it, a vote by correspondence may be organized by the Secretary-General at the request of the President. Voting rules stipulated in these Statutes and By-Laws shall apply.
- 12.3 The President may, on his or her own initiative or at the request of another member of the Executive Committee or of an IAGA National Body, invite representatives of scientific bodies or individuals to attend an Executive Committee meeting in an advisory capacity.
- 12.4 Proposals concerning the agenda for meetings of the Executive Committee may be submitted by members of that Committee, by Division or Interdivisional Body leaders, or by IAGA National Bodies; they must be in

the hands of the Secretary-General at least one month prior to the meeting. The final agenda, after its approval by the President, shall be distributed to the members of the Executive Committee at least one week prior to the meeting.

By-Law 13. Duties of the Executive Committee

In addition to the duties specified in *Statutes 7* and *8* and *By-Laws 2, 3, 4, 5, 7, 11, and 12*, and subject to directives of a Conference of Delegates, the Executive Committee shall have the power to:

- (a) act as the organizing committee for all IAGA Assemblies, Symposia, and Meetings, or delegate such responsibility to other persons by making the necessary appointments;
- (b) entrust to special commissions or to particular individuals the preparation of reports on subjects within the province of the Association;
- (c) invite or appoint persons or institutions belonging to countries that are not members of the Association to be local correspondents to the Association.

By-Law 14. Duties of the President

The duties of the President of IAGA are:

- (a) to represent IAGA in the IUGG Executive Committee;
- (b) to represent IAGA in its dealings with IAGA National Bodies, other IUGG Associations, and other ICSU Bodies;
- (c) to represent or to appoint a person to represent IAGA at meetings, conferences, or functions where formal representation is requested or desirable;
- (d) to convene Conferences of Delegates and meetings of the Executive Committee and to preside over these meetings;
- (e) to submit a report on the scientific work of the Association to a Conference of Delegates at each Assembly .

By-Law 15. Representation on behalf of the President

If the President is not available, the Vice-President shall preside at a Conferences of Delegates or an Executive Committee meeting, and the Vice-President or the Secretary-General shall represent the President at an IUGG Executive Committee Meeting in accordance with IUGG By-Laws. The President may designate the Vice-President to act on his or her behalf in any other function, meeting, or conference in which formal representation of IAGA is requested or desirable.

By-Law 16. Duties of the Secretary-General

The duties of the Secretary-General are:

- (a) to serve as secretary of IAGA, to organize Assemblies according to the instructions of the Executive Committee, to arrange meetings of the Executive Committee, and to prepare and distribute promptly the agenda and minutes of Conferences of Delegates and meetings of the Executive Committee;
- (b) to manage the administrative and scientific affairs of the Association, to attend to correspondence, and to maintain and preserve the records of the Association;
- (c) to inform members of the Executive Committee during the interval between its meetings about any important matter concerning the Association;
- (d) to advise the President during the meetings of the IUGG Executive Committee;
- (e) to receive and take charge of such funds as may be allocated by IUGG to the Association, or as may be received from any other source; to disburse such funds in accordance with the decisions of Conferences of Delegates or with the instructions of the Executive Committee; to keep account of all receipts and disbursements and to submit such account, audited by a qualified accountant, for examination by the Finance Committee appointed according to *Statute 11*;
- (f) to prepare and arrange publication of the Programme of each Assembly, and a report on the outcomes;
- (g) to publish an internal Association bulletin (such as IAGA News) containing information of general interest to the Association;
- (h) to prepare for each Assembly the list of Chief Delegates;
- (i) to perform such other duties as may be assigned by the President or by the Executive Committee.

III. FINANCE

By-Law 17. Allocation of Funds

In the estimation of expenditures by the Secretary-General and approval thereof by the Executive Committee, as mentioned in Statute 10, provision may be made to allocate the expected funds to:

- operation of the Secretariat of the Association;
- administrative arrangements in preparation for Assemblies and Executive Committee meetings;
- publication on paper or electronically of IAGA News, IAGA Transactions, series of Geomagnetic Indices for which IAGA has primary responsibility, or special publications;
- assistance for the President to attend IUGG Committee meetings and for IAGA officers to attend functions as the representative of IAGA when such officers are unable to obtain the necessary support from other sources;
- assistance for officers of IAGA, meeting organisers, and scientists to attend official administrative meetings or IAGA-sponsored scientific meetings when participation by such persons is judged by the Executive Committee to be essential for the success of the meeting and those persons have expressed in writing that they are unable to obtain the necessary support from other sources;
- minor administrative expenses requested by leaders of Divisions, Joint Bodies, and Interdivisional Bodies who have expressed in writing that they are unable to obtain the necessary support from other sources,
- any item not mentioned above for which support will contribute to achieving the objectives of the Association.