

Part II

Statutes and By-Laws of the Union and the Associations

STATUTES AND BY-LAWS OF THE UNION

INTERNATIONAL UNION OF GEODESY AND GEOPHYSICS

STATUTES

(Revised June 2015, XXVI IUGG General Assembly, Prague, Czech Republic)

I. OBJECTIVES AND COMPOSITION OF THE UNION

1. The objectives of the International Union of Geodesy and Geophysics (IUGG) are:
 - a) to promote the study of all problems relating to the figure of the Earth, and the physics and chemistry of the Earth's interior, surface, fresh waters, cryosphere, oceans and atmosphere, along with relevant studies of other planets;
 - b) to initiate, facilitate and co-ordinate research into, and investigation of those problems of geodesy and geophysics which require international co-operation or which are of international interest;
 - c) to provide, on an international basis, for discussion and publication of the results of the researches indicated in Article 1.b);
 - d) to promote co-ordination worldwide of scientific activities in the disciplines of interest to the Union;
 - e) to assist with scientific advice the study of practical problems of a geodetic or geophysical character when such problems present an international aspect or when they require international co-operation of specialists or facilities;
 - f) to promote and co-ordinate the scientific activities of several Permanent Services whose objectives are, on an international basis, to facilitate the standardization of measurements or to collect, analyze and publish geodetic or geophysical data, taking into account the results of planetary studies.
2. To achieve its scientific aims, the Union consists of a number of International Associations, each of which deals with a discipline of geodesy or geophysics.
3. The Union adheres to the International Council for Science (ICSU).
4.
 - a) Any country in which independent activity in geodesy and geophysics has been developed may adhere to the Union, provided that it takes an adequate share in the maintenance of the Union.
 - b) That country shall be represented by a single body, known as the Adhering Body, which may be either its principal scientific Academy, or its National Research Council, or any other institution or association of institutions, whether non-governmental or governmental, representing the geodetic and geophysical activities of the adhering country. Only under extraordinary circumstances, the Council of IUGG (defined in Article 5 of these Statutes) may admit a suitably designated additional Adhering Body for a country, provided a corresponding Adhering Body of that country has already been admitted as a National Member of the International Council for Science. In this case, each Adhering Body shall have a separate Council Delegate and shall be treated separately in questions of Voting and Finances.
 - c) A country in which activity in geodesy and geophysics has been developed but which cannot participate financially in the maintenance of the Union may become Associate. That country shall be represented by a single body, as specified in Article 4.a.
 - d) Hereafter, adhering countries will be referred to as Member Countries.
 - e) There shall be a category of adherence known as Affiliate Membership. Any multi-national or regional geodetic, geophysical or other geosciences organisation shall be eligible for Affiliate Membership. Affiliate Members shall have the same rights, duties and obligations as Associate Members.
 - f) There shall be a category of membership within IUGG known as Honorary Member conferred upon individuals awarded IUGG Fellowship by the IUGG Bureau. Honorary Members shall have no rights to attend meetings of Council or participate in Council business.

5. The General Assembly shall consist of three parts: i) a meeting of the duly accredited Delegates of the Member Countries and guests invited in accordance with the By-Laws (the Council Meeting); ii) business meetings of the Union; iii) an open scientific assembly.

The Council of the Union shall consist of the Delegates known as Council Delegates, designated-by the Adhering Bodies of the Member Countries, one Council Delegate for each Adhering Body. Each Council Delegate shall be formally accredited by the Adhering Body in advance of each meeting of Council. Adhering Bodies in Associate status are not entitled to appoint a Council Delegate. Each Council Delegate, normally the President of the relevant IUGG National Committee, is expected to serve until the beginning of the first session of the subsequent Council meeting. However, an Adhering Body may replace its Council Delegate during the interval between successive Council meetings, and/or appoint an Alternate Delegate for a specific meeting.

The right of a Council Delegate to vote is subject to the relevant Adhering Body meeting its financial obligations to the Union.

II. ADMINISTRATION

6. Responsibility for the direction of the Union's affairs shall be vested in the Council of the Union. Decisions of the Council shall be reported to the General Assembly.
7. Between meetings of the Council, the direction of the affairs of the Union shall be vested in the Bureau and the Executive Committee, of which the respective responsibilities are hereafter defined.
8. The Bureau of the Union shall consist of the President, Vice-President, Secretary General, Treasurer and three additional Members, all of whom shall be elected by the Council.

The duties of the Bureau shall be to administer the affairs of the Union in accordance with these Statutes and By-Laws and the decisions of the Council.

9. The Executive Committee shall consist of the Bureau, the Presidents of the International Associations, and the immediate Past President of the Union. The Secretaries of the Associations shall be invited to attend meetings of the Executive Committee of the Union in an advisory capacity.

The duties of the Executive Committee shall be to further the scientific objectives of the Associations through effective co-ordination and through the formulation of general policies to guide the scientific work of the Union.

The Executive Committee shall meet with the Council at sessions of the latter with voice but without vote.

10. Within the framework of the Statutes of the Union, the International Associations of the Union may make their own Statutes and By-Laws and control their administration and finance.

III. FINANCE

11. During the meeting of a General Assembly the Council shall elect a Finance Committee for the next period, consisting of four members drawn from the previous Finance Committee and accredited Council Delegates as specified by By-Law 10.

The Finance Committee shall meet with the Council at sessions of the latter, with voice but without vote.

12. There shall be fourteen categories of membership in the Union, numbered 1 to 14, plus special categories called A and AF.
 - a) For categories 1 to 14, each Member Country shall pay annually the number of units of contribution assigned to the category in which it adheres. In each country the Adhering Body shall be responsible for the payment of the contribution. Any member country may additionally donate contributions for travel support of scientists from countries of Category A.
 - b) Category A is composed of the Associates. They do not pay an annual contribution to the Union.
 - c) Category AF is composed of the Affiliates. They do not pay an annual contribution to the Union.
13.
 - a) A country which seeks to adhere to the Union must specify the category in which it proposes to adhere. Its application for admission may be refused if the category proposed is considered inadequate.

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- b) An Associate may enter a paying category, or a paying Member Country may raise its category at any time provided the Council agrees. A paying Member Country may lower its category or become an Associate only with the consent of the Council of the Union.
- 14.
- a) The financial year shall be the calendar year.
- b) If at the end of any year a paying Member Country has not paid its subscription for that year, the benefits of membership in the Union will be denied to that Member Country until full payment has been made of that year's subscription and of any further subscriptions in arrears. Such Member Countries shall be deemed to be in Observer status.
- c) A Member Country in Observer status shall continue to accrue annual subscription obligations.
- d) If at the start of any year a paying Member Country has been in Observer status for four years, that Member Country shall be deemed to have withdrawn from membership unless the Secretary General has received a formal written request from the Member Country to be transferred to Associate membership (Category A).
- e) The Bureau of the Union is authorized to grant requests for transfer temporarily to Category A, until the next meeting of the Council, to Member Countries in Observer status that provide evidence that efforts to pay all subscriptions in arrears are likely to be unsuccessful.
- f) A Member Country which has been denied a transfer to Category A by the Bureau may appeal at the next meeting of the Council.
- g) Any Member Country in Observer status that is denied a transfer to Category A by Council shall cease to be a Member Country at the end of the Council meeting at which its request is considered.
- h) Every Associate Membership shall be reviewed by the Bureau and the Finance Committee and the results communicated to Council at each General Assembly. Countries in Associate Membership will be asked to consider entering a paying category if it is deemed appropriate. If, following such a request, a Country does not enter a paying category, Council shall decide at its next meeting whether the Country can continue its membership in the Union.
15. In the event of the dissolution of any Association, its assets shall be ceded to the Union. In the event of the dissolution of the Union, its assets shall be ceded to ICSU.

III. VOTING

16. Voting in Council is held (a) at meetings of the Council or (b) electronically. Electronic voting is voting using electronic systems (e.g., Internet, E-mail, Fax) and organized by the IUGG Secretariat. Electronic votes shall be open for one calendar month from the date of announcement. Electronic voting shall normally be suspended in the 6 months preceding a meeting of Council.
- Associates have no voting rights.
- 17.
- a) On questions of scientific nature, or of administrative nature, or of a character partly administrative and partly scientific not involving matters of finance, voting shall be in Council by Member Countries, each Council Delegate having one vote, provided that the subscription of the Adhering Body has been paid up to the end of the calendar year preceding the voting.
- b) On questions involving finance, voting shall be in Council by Member Countries with the provision that a voting country must have paid its subscriptions up to the end of the calendar year preceding voting in Council. The number of votes allotted to each Member Country shall be equal to the number of its category of membership.
18. Questions on admission of new Member Countries and new Affiliate Members and appeals against denial of transfer to Associate membership shall be decided by a two-thirds absolute majority vote of the Council Delegates meeting in Council or voting electronically, each Council Delegate having one vote.
19. A Council Delegate may represent only one Member Country. No member of the Bureau shall serve as a Council Delegate of a country. No Member of the Executive Committee shall vote with the Council unless under exceptional circumstances they are also the Council Delegate of a Member Country.

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A paying Member Country which is not represented at a Council meeting may vote by correspondence on any specific question provided that the matter has been clearly defined on the final agenda distributed in advance to the Member Countries and that the discussion thereon has not produced any new considerations or changed its substance and provided that said vote has been received in writing by the President prior to the voting.

For the validity of the deliberations of the Council, at least one third of the Member Countries eligible to vote must be represented by their Council Delegates.

20. Before a vote in a Council meeting or an electronic vote, the President shall decide whether the matter under consideration is scientific, administrative or financial in character and whether the procedure of voting by correspondence applies.
21. Decisions of the Council shall be taken by a simple absolute majority except as otherwise specified in the present Statutes.

If a tie should occur in a Council vote, the decision shall rest with the President.

Simple or two-third absolute majorities are determined by the proportion of affirmative votes to the sum of votes (affirmative, negative, abstention), provided that the total number of delegates voting (affirmative, negative, abstention) is not less than one third of the total membership of the Union eligible to vote. Blank or invalid ballots and votes not cast by Delegates present at a Council meeting or by electronic voting are counted as abstentions.

IV. GENERAL

22. These Statutes or any further modification to them shall come into force at the close of the Council meeting at which they are adopted, or in the case of electronic voting on the date at which they are adopted.
23. The Statutes of the Union may be modified only with the approval of two thirds of the Council Delegates present at a meeting or voting electronically.
24. Proposals for changes to any articles of the Statutes and By-Laws of the Union may be made by a Member Country or the IUGG Bureau.

The proposals must reach the Secretary General at least six months before the date of the meeting at which the changes are to be considered. The Secretary General shall notify all Member Countries of any proposed change at least four months before the announced date of the Council meeting.

If a proposal is submitted to Secretary General between Council meetings, the Bureau, in consultation with the Executive Committee, shall determine whether the proposal has merit to be placed for electronic voting by the Council. In the case of electronic voting, the Secretary General shall notify all Member Countries of any proposed change at least three months before the date of the vote.

25. Conduct of IUGG meetings, except as otherwise specified in the Statutes, shall be according to Robert's Rules of Order, Newly Revised. Details of the edition in current use shall be included in the reference document 'Guidelines on IUGG Administration' described in By-Law 13.
26. The official languages of the Union shall be English and French. In case of disparity between the texts, the English text shall be authoritative.

END OF STATUTES

BY-LAWS

I. COMPOSITION

1. The following are the constituent Associations of the Union:
The International Association of Cryospheric Sciences (IACS),
The International Association of Geodesy (IAG),
The International Association of Geomagnetism and Aeronomy (IAGA),
The International Association of Hydrological Sciences (IAHS),
The International Association of Meteorology and Atmospheric Sciences (IAMAS),
The International Association for the Physical Sciences of the Oceans (IAPSO).
The International Association of Seismology and Physics of the Earth's Interior (IASPEI),
The International Association of Volcanology and Chemistry of the Earth's Interior (IAVCEI).
2. The IUGG Executive Committee may establish Union Commissions in order to examine scientific issues of mutual interest to at least four Associations. The Union may also, through the Executive Committee, sponsor jointly with other Unions or for special purposes, specific Programmes or Committees for the conduct of inter-disciplinary science. Such bodies may create subordinate bodies as necessary. In the same way, the Union may sponsor Permanent Services. The list of Union Commissions, Programmes, Committees, and Permanent Services shall be reviewed by the Executive Committee at each General Assembly.

Scientists from all countries may attend scientific meetings of the Union and of the Associations. They may also act as observers in Commissions of the Union and in the Associations.
3. The President will normally represent the Union at the General Assemblies of the International Council for Science but may be represented, if necessary, by the Vice-President or Secretary General.
4. Each Adhering Body shall form a Committee for Geodesy and Geophysics hereafter known as an IUGG National Committee, which normally consists of a President, Secretary General, and National Correspondents to Union Associations. The function of the National Committee is, under the direction of the Adhering Body, to provide for the participation of the Member Country in the Union's activities.

During the interval between General Assemblies, the Bureau of the Union may directly consult by correspondence the National Committee of each Member Country on any question of scientific character or on administrative matters not involving finance. On matters of finance and on admission of new Member Countries, the Bureau of the Union shall communicate with the Adhering Bodies of paying Members.

II. ADMINISTRATION

5. General Assemblies will normally be held once every four years at the call of the President of the Union. The interval of time between the closure of two successive General Assemblies shall be known as a "period".
6. Notice of the date and of the place of the meeting of the next General Assembly shall be sent by the Secretary General to the Member Countries at least nine months before the Assembly.

Proposals concerning the agenda for meetings of the Council may be presented by the Adhering Bodies or National Committees; they must be received by the Secretary General at least six months before the meeting. Associates may make proposals of a scientific nature only. The Secretary General must place all proposals received on the final agenda for the Council meeting. This final agenda, with explanatory comments, shall be sent to all Member Countries at least four months prior to the meeting. An item which has not been thus placed on the agenda may be discussed at a meeting of the Council if a proposal to that effect is approved by a two-thirds absolute majority vote of the Council Delegates.

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7. The Secretary General may send notice of the date and place of the next General Assembly to individuals or scientific organizations in countries not adhering to the Union, but where there is evidence of activity in Geodesy and Geophysics.

Scientists from these countries will be invited to participate in the scientific programme of the General Assembly, with the status of Guest.

The President of the Union may, on their own initiative or at the request of an Association or Member Country, invite representatives of scientific bodies to attend any General Assembly as Guests provided there is no financial obligation for the Union.

8. A plenary meeting of the participants in the General Assembly shall be held during each General Assembly for discussions of Union activities.
9. The Associations shall hold business meetings and scientific sessions at the General Assemblies of the Union.

The scientific meetings at a General Assembly should include joint sessions of two or more Associations for the discussion of interdisciplinary topics. The programme of the meetings and the selection of these interdisciplinary topics shall be decided by the Executive Committee of the Union, about two years before the time of the General Assembly, on the basis of recommendations made earlier by the Associations.

Provided that the Executive Committee is informed, an Association may also arrange meetings of its own in the interval between the General Assemblies, either singly to deal with topics of specific interest, or jointly with another Association or other Associations.

10.

- a) The President of the Union shall be elected for one period and is not immediately eligible for re-election. The Vice-President and the additional elected Members of the Bureau shall be elected for one period and may be re-elected for not more than one consecutive period in the same function.

The Secretary General shall be elected for two periods initially and should not normally be re-elected for more than two additional single periods.

The Treasurer shall be elected for one period initially and should not normally be re-elected for more than two additional single periods.

The Members of the Finance Committee shall be elected for one period and may be re-elected for two successive periods.

- b) At least eighteen months before a General Assembly, the President shall appoint a Nominating Committee with the advice and approval of the Executive Committee. The Nominating Committee shall consist of a Chairman and three other members, not themselves members of the Executive Committee or of the Finance Committee.

The Nominating Committee, after soliciting nominations from the Adhering Bodies of the Member Countries, and from the officers of the Union and the Associations, shall propose one or two candidates for each position in the Bureau, seeking to achieve reasonable balance in their gender, experience, and geographical and disciplinary distribution. Candidates will be required to signify their acceptance of nomination and to prepare a resumé outlining their position, research interests and activities related to the Union.

The officers of the Union and Associations and the National Committees shall be informed by the Nominating Committee of the list of nominations at least eight months before the General Assembly. They may make further nominations and/or recommendations to the Nominating Committee at least three months before the General Assembly. If new nominations for a given position are supported by at least three Presidents or equivalent officers of National Committees of Member Countries, and if they are accompanied by the written acceptance of possible nomination and resumé outlining the position, research interests and Union related activities of the candidates, they shall be added to the list initially established. The Nominating Committee shall send the final list of nominations to the officers of the Union and Associations and to the National Committees at the latest two months prior to the General Assembly.

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Re-nominations, from those previously nominated for the Bureau may also be made over a period of 48 hours following the close of the first session of the Council meeting at the General Assembly. Such nominations must be submitted in written form to the Secretary General, supported by at least three members of the Council and accompanied by the same documentation as required with the original nominations. The Council Delegates shall be informed of these additional nominations, together with their resumé, at least 24 hours before the elections.

No one can be a candidate for more than one position in the election. Elections shall be by secret ballot.

- c) The Nominating Committee shall, after soliciting nominations from the Adhering Bodies of the Member Countries, and from the officers of the Union and the Associations, propose one or two candidates for each of the four positions on the Finance Committee: two positions from among the current members of the Finance Committee and two positions from among the accredited Council Delegates at the present or any previous General Assembly excluding the current members of the Finance Committee. If there is an insufficient number of candidates from the previous Finance Committee, then an additional member or members shall be elected from among the Council Delegates. No member of the Finance Committee may at the same time be a member of the Bureau or the executive body of the Union or of an Association or of a governing body of one of the Permanent Services or programmes supported by the Union. No member may serve for more than three consecutive periods on the Finance Committee.

The officers of the Union and Associations and the National Committees shall be informed by the Nominating Committee of the list of nominations at least three months before the General Assembly. The Council may add to the list of nominations for the Finance Committee during the General Assembly until three days prior to the elections.

Candidates will be required to signify their acceptance of nomination and to provide a resumé outlining their suitability for serving on the Finance Committee.

- d) No one may be at the same time a Member of the Bureau or of the Finance Committee and President or Secretary of an Association.
- e) Scientists from any country are eligible to hold various positions within IUGG with the following exceptions: positions in the Bureau and the Finance Committee, and the positions of Presidents of the Associations, which can only be held by scientists from Member Countries whose subscription has been paid up to the end of the calendar year preceding their nomination.
11. The Council is convened by the President of the Union, and shall meet at appropriate times during each Assembly.

The Council may be convened between two General Assemblies when a written request is made by at least a third of the paying Member Countries or by a simple majority of the members of the Executive Committee, with notice of the questions to be placed on the agenda of the meeting.

Council meetings shall be open to Council Delegates, the Executive Committee, and the Finance Committee. One person from each Associate Member may attend any Council meeting with voice but without the right to vote. The IUGG President may invite guests to make presentations at Council meetings. Other individuals may, with concurrence of the President, attend Council meetings as Listeners only, except that a simple majority of Council Delegates present may declare part of any meeting closed to Listeners.

The Council shall:

- a) decide upon the admission of new Member Countries and new Affiliate Members;
- b) decide on an appeal against a decision by the Bureau to deny a transfer to Associate membership of a Member Country in Observer Status;
- c) elect the members of the Bureau and of the Finance Committee;
- d) receive reports from the Secretary General and the Treasurer of the Union and ratify the decisions or actions taken by the Bureau and the Executive Committee since the last Council meeting;

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- e) consider the budget submitted by the Treasurer and adopt the final budget;
 - f) determine the amount of the unit of contribution for the ensuing period (the unit cannot be changed at a General Assembly unless proposed on the agenda distributed four months in advance to the Member Countries);
 - g) review from time to time the categories of Member Countries; review the Associates at each General Assembly;
 - h) examine questions of general policy or administration in the business of the Union and appoint such Committees as may from time to time be deemed necessary for this purpose;
 - i) consider proposals for changes in the Statutes or By-Laws.
12. The Executive Committee is convened by the President of the Union. It shall meet at each General Assembly, and also at all sessions of the Council with voice but without vote. It will also meet normally at least once between General Assemblies, two years ahead of the next General Assembly, in order to prepare an outline of the interdisciplinary scientific agenda and of the timetables for the Union and for the Associations during the next General Assembly.

At a meeting of the Executive Committee, no member of the Bureau, or the Past President of the Union, may be represented by any other person. The Presidents of the Associations, in case of hindrance, may be represented by a Vice-President or the Secretary of their Association. The Past President has voice but no vote. For the validity of the deliberations of the Executive Committee, at least half of its members must be present or represented.

Proposals concerning the agenda for meetings of the Executive Committee may be submitted by Members of the Committee; they must be received by the Secretary General at least six months before the meeting.

The final agenda shall be sent to the Members of the Executive Committee at least four months prior to the meeting. No question which has not been placed on the agenda may be discussed at a meeting of the Committee unless a proposal to that effect has been approved by a two-thirds absolute majority vote of the Members present.

The Executive Committee shall:

- a) initiate actions, as required, to co-ordinate the common interest of the Associations, such as by meetings between the Secretary General and the Secretaries of the Associations;
 - b) guide the Treasurer regarding the financial needs of the Associations in achieving their objectives;
 - c) fill any vacancy which may occur between General Assemblies among the Members of the Bureau and the Finance Committee (when such appointments are later confirmed by the Council, the period of office will be considered to begin from the date of its confirmation by the Council);
 - d) make recommendations to the Council on matters of general policy of the Union.
13. The Bureau will normally meet once a year, at the call of the President of the Union. In a meeting, no Member of the Bureau may be represented by any other person. For the validity of the deliberations, four Members at least must be present.

Between the meetings of the Council, the Bureau shall initiate procedures to attain the general objectives of the Union; it shall manage the finances, and ensure the adequate administration of the Union, including maintenance of a reference document 'Guidelines on IUGG Administration'. It shall draw up the programmes for the meetings of the Council and of the Executive Committee.

14. Applications for membership of the Union and for transfer to Associate membership shall be referred to the Secretary General who shall report thereon to the Executive Committee, which shall decide on the scientific merits of each application. The Secretary General shall then forward the proposals through the appropriate channels to the Adhering Bodies representing the paying Member Countries; these bodies will vote electronically and the results of the ballot shall be communicated to them by the Bureau. Admission or transfer will be determined by a simple majority and is provisional until approved by Council. Simple majority is here determined by the proportion of affirmative votes to the sum of votes (affirmative, negative) provided that this sum is not less than one third of the total membership of the Union eligible to vote. Any case of refusal shall be referred to the Council.

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15. The President of the Union shall:
- a) be the representative of the Union in its dealing with National or International Organisations or Institutions;
 - b) convene and preside over the General Assembly and over all meetings of the Council, Executive Committee and Bureau;
 - c) submit a report to the General Assembly on the scientific work of the Union during the current period.

In case of absence of the President, the Vice-President shall act. If the President is incapable of remaining in office, the Vice-President shall become President and the Executive Committee shall elect a new Vice-President from the remaining Members of the Bureau.

16. The Secretary General shall:
- a) serve as Secretary of the General Assembly, the Council, the Executive Committee and the Bureau; arrange for meetings of these bodies; prepare and distribute promptly the agenda and the minutes of all their meetings;
 - b) manage the affairs of the Union, informed by the document 'Guidelines on IUGG Administration', attend to correspondence, preserve the records;
 - c) circulate all information related to the Union;
 - d) prepare reports on the Union's activities; at least three months before the General Assembly, forward to all the Member Countries a report on the administration of the Union since the last General Assembly, and present a summary of this to the General Assembly itself;
 - e) Maintain a register of distinguished scientists who have been honoured by the Union as Fellows of IUGG, collectively designated as the College of Fellows.
 - f) perform such other duties as may be assigned by the Bureau.

17. To assist the Secretary General and the Treasurer in the performance of their duties, the Bureau may appoint one Assistant Secretary General (Executive Secretary) and one Assistant Treasurer who shall be assigned specific tasks by the Secretary General and the Treasurer, respectively, with the approval of the Bureau. The Assistants may attend meetings of the administrative bodies of the Union in an advisory capacity. The Bureau may authorize employment of additional administrative and secretariat personnel as may be required to ensure orderly administration.

III. FINANCE

- 18.
- a) The Adhering Bodies to the Union shall pay annually the number of units of contributions assigned to the category in which they adhere, according to the following table

Category	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Units of Contribution	1	2	3	5	7	10	15	20	25	30	35	40	45	50

- b) Associates, in Category A, do not pay.
 - c) Affiliate members, in Category AF, do not pay.
19. The Finance Committee shall elect a Chair from among its members.

The Finance Committee shall meet, at the call of its Chair, and at least once during its term of office.

The Treasurer may be invited by the Chairman to attend a meeting of the Finance Committee. No Member may be represented by any other person at a meeting of the Committee.

The Finance Committee shall:

- a) advise the Council on all financial matters of the Union;
- b) receive and review the audits of the accounts;
- c) report to the Council;

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- d) advise the Treasurer on preparation of the budget;
- e) advise the Treasurer, the Bureau, and the Executive Committee on financial matters, including raising funds to support Union and Association activities, and reviewing the category of membership of National Members.

The Chair of the Finance Committee will normally be invited to meetings of the Bureau or Executive Committee when financial matters are on the agenda.

20. The Treasurer of the Union shall be responsible for the financial administration of the Union informed by the document 'Guidelines on IUGG Administration' and directions issued by the Bureau.

The Treasurer shall:

- a) in consultation with the Executive Committee and the Finance Committee, prepare a preliminary budget to be sent to the Adhering Bodies at least three months prior to the Assembly together with comments of the Finance Committee, then update it at the General Assembly and submit the budget to the Council for approval;
- b) arrange for an annual audit of the books;
- c) collect the funds of the Union and disburse them in accordance with the approved budget and instructions of the Council and of the Bureau;
- d) maintain records of all financial transactions of the Union and submit annual financial reports thereon to the Bureau and the Finance Committee;
- e) submit such other reports to the Finance Committee and to the Council as may be requested;
- f) assemble, at the end of the calendar year preceding a General Assembly, a report on the complete accounts of the Union (including those of the Associations and of all Union activities) for the previous period, for presentation to the Bureau and to the Finance Committee at least three months prior to the General Assembly, and at the General Assembly to the Council. The report shall be accompanied by statements concerning each account administered by the Union, its Associations, and other financially assisted bodies. Each account shall be audited by a qualified accountant;
- g) prepare a summary report of the Finances of the Union (including those of the Associations and of all Union activities) and arrange for the distribution of copies thereof to the Member Countries not later than three months prior to the General Assembly.

The President, the Treasurer and the Assistant Treasurer have the authority to draw from any bank accounts of the Union, but only as directed by the Bureau.

21. Travelling expenses and per diem subsistence may be paid by the Treasurer in accordance with rates established by the Bureau.

The following conditions must be satisfied:

- a) the meeting must be for specific Union business;
- b) those concerned must represent the Union and not Adhering Bodies;
- c) those concerned must be unable to obtain adequate allowances from sources in their own country.

IV. AWARDS

22. Fellowship of the International Union of Geodesy and Geophysics is a tribute, awarded by the IUGG Bureau, to individuals who have made exceptional contributions to international cooperation in Geodesy or Geophysics and attained eminence in the field of Earth and space sciences.

The nomination and selection procedures and detailed criteria for IUGG Fellowship shall be determined by the IUGG Bureau and published in the document 'Guidelines on IUGG Administration'.

V. CHANGES TO THE BY-LAWS

23. The Council has the power to adopt By-Laws within the framework of the Statutes of the Union. These By-Laws may be modified by a simple majority of votes cast at a Council meeting or by electronic voting. These By-Laws, or any further modification of them shall come into force at the close of the Council meeting at which they are adopted or, in the case of electronic voting, at the date on which they are adopted.

END OF STATUTES AND BY-LAWS

STATUTS ET RÈGLEMENTS DE L'UNION

UNION GEODESIQUE ET GEOPHYSIQUE INTERNATIONALE

STATUTS

(Modifiés en juin 2015, XXVIème Assemblée Générale de l'UGGI, Prague, République tchèque)

I. OBJECTIFS ET COMPOSITION DE L'UNION

1. Les buts de l'Union géodésique et géophysique internationale sont les suivants :
 - a) Favoriser l'étude de tous les problèmes concernant la figure de la Terre, la physique et la chimie de son intérieur, de sa surface, de l'eau douce, de la cryosphère, des océans et de l'atmosphère, ainsi que des études pertinentes d'autres planètes ;
 - b) Initier, faciliter et coordonner les recherches et études de géodésie et de géophysique, qui nécessitent une coopération internationale ou qui présentent un intérêt national ;
 - c) Assurer, sur le plan international, la discussion et la publication des résultats des recherches mentionnées à l'article 1.b) ;
 - d) Coordonner les moyens d'action scientifique dans le monde entier, dans les disciplines qui intéressent l'Union ;
 - e) Prêter son concours scientifique à l'étude des problèmes pratiques de nature géodésique ou géophysique, lorsque ces problèmes présentent un aspect international ou lorsqu'ils exigent la coopération internationale de spécialistes ou d'installations ;
 - f) Promouvoir et coordonner les activités scientifiques de plusieurs services permanents chargés, sur le plan international, de favoriser la normalisation des mesures ou de recueillir, d'analyser et de publier des données géodésiques ou géophysiques en tenant compte des résultats des études planétaires ;
2. Pour réaliser ses objectifs scientifiques, l'Union regroupe un certain nombre d'associations internationales, chacune d'elles traitant d'une discipline de la géodésie ou de la géophysique.
3. L'Union adhère au Conseil international des unions scientifiques (CIUS).
4.
 - a) Tout pays dans lequel une activité géodésique ou géophysique indépendante s'est développée, peut adhérer à l'Union à condition de participer convenablement à son entretien.

Ce pays est représenté par un seul organisme, appelé organisme adhérent, qui peut être soit la principale Académie scientifique, ou le Conseil national de la recherche scientifique, soit toute autre institution ou groupement d'institutions, gouvernementales ou non, représentant l'ensemble des activités géodésiques et géophysiques du pays adhérent. Le Conseil de l'UGGI (défini à l'article 5 de ces statuts) peut accepter un nouvel organisme adhérent convenablement désigné pour un pays, uniquement en cas de circonstances exceptionnelles, sous réserve qu'un organisme adhérent de ce pays ait déjà été admis comme membre national du Conseil international des unions scientifiques. Dans ce cas, chaque organisme adhérent aura un délégué au Conseil et sera traité à part en matière d'élections ou de finances.
 - b) Un pays dans lequel une activité en géodésie et géophysique s'est développée, mais qui ne peut pas participer financièrement à l'entretien de l'Union, peut devenir membre associé. Ce pays sera représenté par un seul organisme, comme précisé en 4a.
 - c) Dans ce qui suit, les pays adhérents sont appelés pays membres.
 - d) Il existe une catégorie d'adhésion désignée sous le nom d'affiliation. Toute organisation multinationale ou régionale géodésique, géophysique ou relevant des géosciences est éligible

à l'affiliation. Les membres affiliés ont les mêmes droits, devoirs et obligations que les membres associés.

- e) Il existe au sein de l'UGGI une catégorie de membres honoraires à laquelle appartiennent des individus distingués par le Bureau de l'UGGI. Les membres honoraires n'ont pas le droit d'assister aux réunions du Conseil ni de participer aux affaires du Conseil.
5. L'Assemblée générale se compose de trois parties: i) Une réunion des délégués des pays membres, dûment accrédités, et des personnes invitées conformément aux règlements (la réunion du conseil), ii) Les réunions administratives de l'union; iii) Une Assemblée scientifique ouverte.

Le Conseil de l'Union sera composé de délégués appelés délégués au Conseil, désignés par les organismes adhérents des pays membres à raison d'un délégué au Conseil par organisme adhérent. Chaque délégué au Conseil est officiellement accrédité par l'organisme adhérent avant chaque réunion du Conseil. Les organismes adhérents ayant le statut d'associé ne sont pas admis à nommer un délégué au Conseil. Chaque délégué au Conseil, normalement le président du Comité national de l'UGGI concerné, doit assumer ses fonctions jusqu'au début de la première séance de la réunion du Conseil suivante. Toutefois, un organisme adhérent peut remplacer son délégué au Conseil pendant l'intervalle qui sépare deux réunions du Conseil successives et/ou nommer un délégué suppléant pour une réunion précise.

Le droit de vote d'un délégué au Conseil est lié au respect des obligations financières de son organisme adhérent envers l'Union.

II. ADMINISTRATION

6. La responsabilité de la direction des affaires de l'Union sera confiée au Conseil de l'Union. Les décisions prises par le Conseil sont présentées à l'Assemblée générale.
7. Entre les réunions du Conseil, la direction des affaires de l'Union est dévolue au Bureau et au Comité exécutif, dont les attributions respectives sont définies ci-après.
8. Le Bureau de l'Union est constitué par le président, le vice-président, le secrétaire général, le trésorier et trois membres supplémentaires, tous élus par le Conseil.

Le rôle du Bureau est d'administrer l'Union conformément aux présents statuts et règlements, en accord avec les décisions prises par le Conseil.

9. Le Comité exécutif est constitué par le Bureau, les présidents des associations internationales, et le président sortant de l'Union. Les secrétaires des associations seront invités à assister, à titre consultatif, aux réunions du Comité exécutif de l'Union.

Le rôle du Comité exécutif est de faciliter la réalisation des objectifs scientifiques des associations en assurant leur coordination effective et en exprimant les conditions générales nécessaires à la bonne marche des travaux scientifiques de l'Union.

Le Comité exécutif participe, à titre consultatif, aux séances du Conseil.

10. Dans le cadre des statuts de l'Union, les associations internationales composant l'Union peuvent établir leurs propres statuts et règlements et assurer leur administration ainsi que la gestion de leurs finances.

III. FINANCES

11. Lors de l'Assemblée générale, le Conseil élira, pour la période suivante, une commission des finances composée de quatre membres choisis parmi la précédente commission des finances et les membres du Conseil, selon les spécifications du Règlement 10.

La commission des finances participe, à titre consultatif, aux séances du Conseil.

12.

- a) Les pays membres de l'Union se rangent selon quatorze catégories, numérotées de 1 à 14, ou dans des catégories particulières, appelées catégorie A et catégorie AF.

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- b) Pour les catégories allant de 1 à 14, chaque pays membre paie annuellement le nombre d'unités de contribution correspondant à sa catégorie. L'organisme adhérent représentant le pays est responsable du paiement de la cotisation. Tout pays membre peut en outre verser des fonds destinés à prendre en charge les frais de voyages de scientifiques de pays en catégorie A.
 - c) La catégorie A se compose des membres associés. Ceux-ci n'acquittent pas de cotisation annuelle à l'Union.
 - d) La catégorie AF se compose des membres affiliés. Ceux-ci n'acquittent pas de cotisation annuelle à l'Union.
- 13.
- a) Un pays désireux d'adhérer à l'Union doit spécifier la catégorie à laquelle il se propose d'adhérer. Sa demande d'adhésion peut être refusée si la catégorie choisie est jugée inadéquate.
 - b) Un associé peut devenir membre à titre payant, ou un pays membre à titre payant peut à tout moment passer dans une catégorie supérieure moyennant l'accord du Conseil. Un pays membre à titre payant ne peut passer dans une catégorie inférieure ou devenir membre associé qu'avec l'accord du Conseil de l'Union.
- 14.
- a) L'année financière est l'année civile.
 - b) Si en fin d'année, un pays membre à titre payant n'a pas payé sa cotisation de l'année, il perdra les avantages dont jouissent les membres, jusqu'à réception du paiement intégral de cette année et pour tous les arriérés éventuels de cotisation. De tels pays membres auront le statut d'observateur.
 - c) Un pays membre ayant le statut d'observateur restera redevable des cotisations annuelles échues.
 - d) Si, au début de l'année, un pays membre à titre payant a le statut d'observateur depuis quatre ans, il sera considéré comme démissionnaire de l'Union, à moins que le secrétaire général n'ait reçu de ce pays membre une requête écrite en bonne et due forme pour devenir membre associé (Catégorie A).
 - e) Le Bureau de l'Union a l'autorisation d'accorder des demandes de transfert temporaire en Catégorie A, jusqu'à la prochaine réunion du Conseil, aux pays membres ayant le statut d'observateur, qui fournissent la preuve que tous les efforts pour payer les cotisations en retard ont peu de chances d'aboutir.
 - f) Un pays membre à qui le transfert en Catégorie A a été refusé par le Bureau, peut faire appel lors de la réunion suivante du Conseil.
 - g) Tout pays membre sous le statut d'observateur auquel un transfert en Catégorie A est refusé cessera d'être membre à la fin de la réunion du Conseil au cours de laquelle sa demande est examinée.
 - h) Chaque adhésion en tant qu'associé doit faire l'objet d'un examen par le Bureau et la commission des finances. Les résultats doivent être communiqués au Conseil à chaque Assemblée générale. On demande aux pays membres ayant le statut d'associé d'envisager de passer dans une catégorie payante si cela est jugé approprié. Si, suite à une telle demande, un pays n'entre pas dans une catégorie payante, le Conseil décide à sa prochaine réunion si le pays peut continuer son adhésion à l'Union.
15. En cas de dissolution d'une association, ses avoirs seront cédés à l'Union. En cas de dissolution de l'Union, ses avoirs seront cédés au CIUS.

IV. DROIT DE VOTE

16. Le vote au sein du Conseil se fait (a) lors des réunions du Conseil ou (b) par voie électronique. Le vote électronique recourt à des systèmes numériques (par exemple Internet, e-mail, fax) et est organisé par le secrétariat de l'UGGI. Les votes électroniques seront ouverts pendant un mois calendaire à partir de la date à laquelle ils ont été annoncés. Normalement, les votes électroniques seront suspendus pendant les 6 mois qui précèdent une réunion du Conseil.

Les associés n'ont pas le droit de vote.

17.

- a) Pour les questions d'ordre scientifique, ou administratif, ou à la fois d'ordre administratif et scientifique, mais sans incidence financière, le vote se fait au Conseil, par pays membre, chaque délégué au Conseil ayant une voix, à condition que l'organisme adhérent ait payé ses cotisations jusqu'à la fin de l'année civile qui précède le vote.
- b) Pour les questions financières, le vote se fait au Conseil par pays membre, à condition que le pays votant ait payé ses cotisations jusqu'à la fin de l'année calendaire qui précède le vote. Le nombre de voix attribuées à chaque pays membre est égal au numéro de la catégorie à laquelle ce pays appartient.

18. 18. Pour l'admission de nouveaux pays membres et de nouveaux membres affiliés et les appels relatifs à un refus de transfert au statut d'associé, les décisions sont prises au Conseil ou au cours d'un vote électronique à la majorité absolue des deux tiers des délégués au Conseil, chaque délégué au Conseil disposant d'une voix.

19. Un délégué au Conseil ne peut représenter qu'un seul pays membre. Aucun membre du Bureau ne peut être délégué au Conseil d'un pays membre. Aucun membre du Comité exécutif ne peut participer aux votes du Conseil, sauf en cas de circonstances exceptionnelles où il serait également le délégué au Conseil d'un pays membre.

Un pays membre à titre payant non représenté à une réunion du Conseil peut voter par correspondance sur toute question particulière, précisée dans l'ordre du jour définitif distribué à l'avance aux pays membres, pourvu que les débats sur cette question n'aient pas fait apparaître de nouveaux éléments, ni modifié la substance, et que le vote en question soit parvenu au Président avant l'ouverture du scrutin.

Pour la validité des délibérations au Conseil, au moins un tiers des pays membres ayant le droit de vote sont représentés par leurs délégués au Conseil.

20. Avant un vote lors d'une réunion du Conseil ou par voie électronique, il revient au président de décider si la question débattue est d'ordre scientifique, administratif ou financier, et si la procédure du vote par correspondance s'applique.

21. Les décisions du Conseil sont prises à la majorité absolue simple sauf dans les cas spécialement mentionnés dans les présents statuts.

Si, au cours d'un vote au Conseil il y a égalité de voix, la décision appartient au président.

La majorité absolue simple ou des deux tiers est déterminée par la proportion des votes affirmatifs par rapport au total des votes (affirmatifs, négatifs et abstentions) pourvu que le nombre total de délégués votants (affirmatif, négatif, abstention) ne soit pas inférieur à un tiers des pays membres de l'Union ayant droit de vote. Les votes blancs et nuls et les votes non exprimés par les délégués présents à une réunion du Conseil ou lors d'un vote électronique sont comptés comme des abstentions.

V. GÉNÉRALITÉS

22. Les présents statuts, ou toute modification ultérieure, prennent effet à la clôture de la réunion du Conseil au cours de laquelle ils ont été adoptés, ou bien, en cas de vote électronique, à la date à laquelle ils ont été adoptés.

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23. Les statuts de l'Union ne peuvent être modifiés qu'avec l'assentiment des deux tiers des délégués au Conseil présents à une réunion ou votant par voie électronique.

24. Des propositions de modification de tous les articles des statuts et règlements de l'Union peuvent être faites par un pays membre ou par le Bureau de l'UGGI.

Elles doivent parvenir au secrétaire général au moins six mois avant la date de la réunion du Conseil au cours de laquelle les modifications doivent être examinées. Le secrétaire général fait connaître à tous les pays membres, au moins quatre mois avant la date fixée pour la réunion du Conseil, toutes les propositions de modification reçues.

Si une proposition est soumise au secrétaire général entre deux réunions du Conseil, après avoir consulté le Comité exécutif, le Bureau déterminera si la proposition mérite d'être soumise à un vote électronique du Conseil. En cas de vote électronique, le secrétaire général fait connaître toutes les propositions de modification reçues à tous les pays membres au moins trois mois avant la date du vote.

25. Sauf mention contraire dans les statuts, le déroulement des réunions de l'UGGI suit l'ordre des règles de Robert, nouvelle version Les détails de la version prise en compte seront inclus dans le document de référence « Guidelines on IUGG Administration » décrit dans le Règlement 13.

26. Les langues officielles de l'Union seront l'anglais et le français. En cas de disparité entre les textes, le texte anglais fait autorité.

FIN DES STATUTS

RÈGLEMENTS

I. COMPOSITION DE L'UNION

1. L'Union est constituée par les Associations suivantes :
Association internationale des sciences cryosphériques (AISC),
Association internationale de géodésie (AIG),
Association internationale de géomagnétisme et d'aéronomie (AIGA),
Association internationale des sciences hydrologiques (AISH),
Association internationale de météorologie et des sciences de l'atmosphère (AIMSA),
Association internationale des sciences physiques des océans (AISPO).
Association internationale de sismologie et de physique de l'intérieur de la Terre (AISPIT),
Association internationale de volcanologie et de chimie de l'intérieur de la Terre (IAVCIT),
2. Le Comité Exécutif de l'UGGI peut établir des commissions de l'Union dont le but est d'examiner des sujets scientifiques d'intérêt commun à un minimum de quatre associations. A travers le Comité exécutif, l'Union peut également parrainer, en collaboration avec d'autres Unions ou pour des raisons particulières, des programmes ou des comités spécifiques dans une perspective interdisciplinaire. De telles entités peuvent créer des entités subordonnées selon leurs besoins. De la même manière, l'Union peut parrainer des services permanents. La liste des commissions de l'Union, des programmes, des comités, et des services permanents sera révisée par le Comité exécutif lors de chaque Assemblée générale.

Des scientifiques de tout pays peuvent assister aux réunions scientifiques de l'Union et des associations. Il leur est également possible d'être observateurs dans les commissions de l'Union et des associations.
3. Le président représente normalement l'Union aux Assemblées générales du Conseil international des Unions scientifiques. Il peut se faire remplacer par le vice-président ou le secrétaire général, si nécessaire.
4. Chaque organisme adhérent constitue un comité national de géodésie et de géophysique, désigné ci-après Comité national UGGI, qui est normalement constitué d'un président, d'un secrétaire général et de correspondants nationaux des associations de l'Union. Le comité national est chargé d'assurer, sous les directives de l'organisme adhérent, la participation du pays membre aux activités de l'Union.

Dans l'intervalle entre les Assemblées générales, le Bureau de l'Union peut consulter directement, par correspondance, le Comité national de chaque pays membre sur toute question d'ordre scientifique ou administratif, sans incidence financière. Pour les questions financières et l'admission de nouveaux pays membres, le Bureau de l'Union s'adresse aux organismes adhérents des pays membres à titre payant.

II. ADMINISTRATION

5. Les Assemblées générales se réunissent normalement tous les quatre ans, sur convocation du président de l'Union. Le terme "période" désigne le temps écoulé entre la clôture de deux Assemblées générales consécutives.
6. Le secrétaire général transmettra aux pays membres, au moins neuf mois à l'avance, notification de la date et du lieu de réunion de la prochaine Assemblée générale.

Toutes les propositions concernant l'ordre du jour des réunions du Conseil peuvent être formulées par les organismes adhérents ou les comités nationaux ; elles devront parvenir au secrétaire général six mois au moins avant la réunion. Les membres associés ne pourront émettre que des propositions de nature scientifique. Le secrétaire général inscrira obligatoirement toutes les propositions reçues à l'ordre du jour définitif de la réunion du Conseil. Cet ordre du jour, accompagné d'un exposé des motifs, est envoyé au moins quatre mois avant la réunion à tous les pays membres. Un article non-inscrit à cet ordre du jour

pourra être soumis à la discussion du Conseil après un vote favorable du Conseil à la majorité absolue des deux tiers des délégués au Conseil.

7. Le secrétaire général peut communiquer la date et le lieu de la prochaine Assemblée générale aux personnes ou organisations scientifiques de pays n'adhérant pas à l'Union, qui témoignent d'une activité en géodésie et en géophysique.

Des scientifiques de ces pays seront conviés à participer au programme scientifique de l'Assemblée générale en tant qu'invités.

Le président de l'Union peut, de sa propre initiative ou à la demande d'une association ou d'un pays membre, convier des représentants d'organisations scientifiques à participer à toute Assemblée générale en tant qu'invités sous réserve qu'il n'y ait aucune obligation financière pour l'Union.

8. Une réunion de travail plénière des participants à l'Assemblée générale se tient pendant chaque Assemblée générale en vue de discuter des activités de l'Union.

9. Les associations tiennent des réunions administratives et des réunions scientifiques pendant les Assemblées générales de l'Union.

Durant une Assemblée générale, les réunions scientifiques devraient comporter des séances conjointes de deux associations ou davantage, en vue de discuter de sujets interdisciplinaires. Le programme des réunions et le choix des sujets interdisciplinaires sont décidés par le Comité exécutif de l'Union environ deux ans avant la date de l'Assemblée générale, sur la base de recommandations faites antérieurement par les Associations.

Sous réserve que le Comité exécutif en soit informé, une association peut organiser elle-même des réunions entre les Assemblées générales de l'Union, soit séparément, pour traiter de sujets d'un intérêt particulier, soit en commun avec une autre association ou plusieurs d'entre elles.

- 10.

- a) Le président de l'Union est élu pour une période et n'est pas immédiatement rééligible. Le vice-président et les autres membres élus du Bureau sont élus pour une période et ne peuvent être réélus qu'une seule fois, pour une période consécutive, avec les mêmes fonctions.

Le secrétaire général est élu initialement pour deux périodes et ne devrait pas normalement pas être réélu pour plus de deux périodes supplémentaires.

Le trésorier est élu initialement pour une période et ne devrait pas normalement être réélu pour plus de deux périodes supplémentaires.

Les membres de la commission des finances sont élus pour une période et peuvent être réélus pour deux périodes successives.

- b) Au moins dix-huit mois avant une Assemblée générale, le président désigne un comité des candidatures après consultation et approbation du Comité exécutif. Le comité des candidatures se compose d'un président et de trois autres membres, n'appartenant ni au Comité exécutif, ni au Comité des finances.

Le comité des candidatures, après avoir sollicité des candidatures auprès des organismes adhérents des pays membres, et des responsables de l'Union et des associations, propose un ou deux candidats pour chaque poste à pourvoir au Bureau, en recherchant un juste équilibre dans leur sexe, leur expérience, leur répartition géographique et la discipline dans laquelle ils exercent. Les candidats seront tenus de manifester leur accord et de préparer un curriculum vitae énonçant les grandes lignes de leur situation, intérêts de recherche et activités concernant l'Union.

Les responsables de l'Union et des associations et les Comités nationaux sont informés par le comité des candidatures des candidatures retenues au moins huit mois avant l'Assemblée générale. Ils peuvent soumettre de nouvelles candidatures ou recommandations au comité des candidatures au moins trois mois avant l'Assemblée générale. Si les nouvelles candidatures à un poste donné sont soutenues par au moins trois présidents, ou dirigeants équivalents des Comités nationaux de pays membres, et si elles sont accompagnées du consentement écrit, et du curriculum vitae des candidats décrivant leur situation, leurs intérêts scientifiques, et leurs activités liées à l'Union, ces candidatures seront ajoutées à la liste initialement établie. Le comité des candidatures enverra la

liste finale des candidats aux responsables de l'Union et des associations et aux Comités nationaux, au plus tard deux mois avant l'Assemblée générale.

Des renouvellements de candidatures, tirés de la liste initiale des candidats pour le Bureau, peuvent aussi se faire durant les 48 heures suivant la clôture de la première session de la réunion du Conseil à l'Assemblée générale. De telles candidatures devront être soumises par écrit au secrétaire général, soutenues par au moins 3 membres du Conseil et accompagnées des mêmes documents que ceux requis pour une candidature initiale. Les délégués au Conseil seront informés de ces nouvelles candidatures, accompagnées de leurs curriculum vitae respectifs, au moins 24 heures avant les élections.

Aucun candidat ne pourra postuler à plus d'un poste. Les élections se feront à bulletin secret.

- c) Le comité des candidatures, après avoir sollicité des candidatures auprès des organismes adhérents des pays membres, et des responsables de l'Union et des associations, proposera un ou deux candidats pour chacune des quatre positions de la Commission des finances: deux positions parmi les membres actuels de la Commission des finances et deux positions parmi les délégués accrédités au Conseil de l'Assemblée générale actuelle ou de toutes les Assemblées générales précédentes en excluant les membres actuels de la Commission des finances. S'il y a un nombre insuffisant de candidats de la Commission des finances précédente, un ou plusieurs membres supplémentaires sont élus parmi les délégués au Conseil. Aucun membre de la Commission des finances ne peut être en même temps membre du Bureau ou de l'organisme exécutif de l'Union, d'une association, ou d'un organe directeur de l'un des services permanents ou programmes pris en charge par l'Union. Aucun membre ne peut siéger à la Commission des finances pendant plus de trois périodes consécutives.

Les responsables de l'Union et des associations et les Comités nationaux sont informés par le Comité des candidatures de la liste des candidatures au moins trois mois avant l'Assemblée générale. Le conseil peut ajouter des noms à la liste de candidats à la Commission de finances avant les trois jours précédant les élections.

Les candidats seront tenus de signifier qu'ils acceptent d'être candidats et fournir un curriculum vitae énonçant leurs qualifications pour siéger à la Commission des finances.

- d) Nul ne peut simultanément faire partie du Bureau ou de la Commission des Finances et être président ou secrétaire d'une association.
- e) Quel que soit leur pays d'origine, des scientifiques peuvent occuper différentes fonctions au sein de l'UGGI, hormis les exceptions suivantes : fonctions au sein du Bureau et de la Commission des finances, et fonction de président d'association, qui ne peuvent être tenues que par des scientifiques des pays membres dont l'adhésion a été réglée à la fin de l'année calendaire qui précède leur nomination.
11. Le Conseil est convoqué par le président de l'Union et se réunit quand il convient, au cours de chaque Assemblée générale.

Le Conseil peut être convoqué entre deux Assemblées générales sur demande écrite formulée par le tiers au moins des pays membres à titre payant, ou une majorité des membres du Comité exécutif, avec indication des questions à mettre à l'ordre du jour de la réunion ; les décisions prises dans ces conditions par le Conseil sont soumises à l'article 5 des statuts.

Les réunions du Conseil sont ouvertes aux délégués au Conseil, au Comité exécutif et à la Commission des finances. Un représentant de chaque membre associé peut assister à n'importe quelle réunion du Conseil en disposant d'un droit de parole, mais pas du droit de vote. Le président de l'UGGI peut inviter des invités à faire des présentations aux réunions du Conseil. D'autres personnes, peuvent, seulement avec l'accord du président, assister aux réunions du Conseil en tant qu'auditeurs, sauf au cas où une majorité simple des délégués au Conseil présents déclarerait une partie de la réunion interdite aux auditeurs.

Le Conseil :

- a) Se prononce sur l'admission de nouveaux pays membres et de nouveaux membres affiliés;

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- b) Statue sur un appel à l'encontre d'une décision prise par le Bureau de refuser le transfert en catégorie associée d'un pays membre au statut d'observateur ;
- c) Elit les membres du Bureau et de la Commission des Finances ;
- d) Reçoit les rapports du secrétaire général et du trésorier de l'Union et ratifie les décisions ou les mesures prises par le Comité exécutif et par le Bureau depuis la dernière réunion du Conseil ;
- e) Etudie le budget présenté par le trésorier et adopte le budget définitif ;
- f) Détermine le montant de l'unité de contribution pour la période suivante (cette unité ne peut être modifiée lors d'une Assemblée générale à moins d'avoir été inscrite à l'ordre du jour distribué quatre mois auparavant aux pays membres) ;
- g) Examine de temps en temps les catégories des pays membres ; examine la situation des membres associés à chaque Assemblée générale ;
- h) Etudie les questions de politique générale ou l'administration des affaires de l'Union et désigne éventuellement les comités qui peuvent être jugés nécessaires à cette fin ;
- i) Etudie les propositions de modification aux statuts ou règlements.

12. Le Comité exécutif est convoqué par le président de l'Union. Il se réunit à chaque Assemblée générale et participe, à titre consultatif seulement, à toutes les délibérations du Conseil. En principe, il se réunit également au moins une fois au cours de chaque période de deux ans entre les Assemblées générales, pour établir un projet d'ordre du jour pour les activités scientifiques interdisciplinaires et un projet d'emploi du temps de l'Union et des associations pendant l'Assemblée générale suivante.

Lors d'une réunion du Comité exécutif, aucun membre du Bureau, ni le président sortant de l'Union ne peuvent se faire représenter par quiconque. Les présidents des associations peuvent, en cas d'empêchement, être représentés par un vice-président ou le secrétaire de leur association. Le président sortant a le droit de parole, sans droit de vote. Pour la validité des délibérations du Comité exécutif, la moitié au moins de ses membres doit être présente ou représentée.

Les propositions concernant l'ordre du jour des réunions du Comité exécutif peuvent être formulées par les membres du Comité ; elles devront parvenir au secrétaire général au moins six mois avant la réunion.

L'ordre du jour définitif devra être envoyé aux membres du Comité exécutif quatre mois au moins avant la réunion. Une question non inscrite à cet ordre du jour ne pourra être soumise à la discussion du Comité exécutif qu'après un vote favorable du Comité, obtenu à la majorité absolue des deux tiers des membres présents à la réunion.

Le Comité exécutif :

- a) Prend les mesures nécessaires à la coordination des intérêts communs des associations, telles que les réunions entre le secrétaire général et les secrétaires des associations ;
 - b) Conseille le trésorier au sujet des besoins financiers des différentes associations pour réaliser leurs objectifs ;
 - c) Comble toute vacance qui pourrait survenir entre les Assemblées générales parmi les membres du Bureau ou de la Commission des finances (lorsque de telles nominations sont confirmées ultérieurement par le Conseil, la période d'exercice sera présumée commencer le jour de cette confirmation) ;
 - d) Fait des recommandations au Conseil sur les questions de politique générale de l'Union.
13. Le Bureau se réunit en principe une fois par an sur convocation du président de l'Union. Lors d'une réunion, aucun membre du Bureau ne peut se faire représenter par quiconque. Pour la validité des délibérations, quatre membres au moins doivent être présents.

Entre les réunions du Conseil, le Bureau prend l'initiative des actions nécessaires pour atteindre les objectifs généraux de l'Union ; il gère les finances et assure l'administration de l'Union y compris la mise à jour d'un document de référence « Lignes directrices de l'administration de l'UGGI ». Il prépare les programmes des réunions du Conseil et du Comité exécutif.

14. Les demandes d'adhésion à l'Union et de transfert en catégorie associée sont présentées au secrétaire général qui présente un rapport à leur sujet au Comité exécutif qui juge du bien-fondé, sur le plan scientifique, de chaque demande. Il transmet alors la demande, par les voies les plus appropriées, aux organismes adhérents représentant les pays membres à titre payant ; ces organismes voteront par voie électronique et le résultat du scrutin devra leur être communiqué par le Bureau. L'admission ou le transfert sera déterminé par une majorité simple et est provisoire jusqu'à l'approbation par le Conseil. Toute admission acceptée à la majorité simple reste provisoire jusqu'à approbation par le Conseil. La majorité simple est ici déterminée par la proportion des votes affirmatifs par rapport au total des votes (affirmatifs, négatifs) sous réserve que ce total ne soit pas inférieur au tiers des pays membres de l'Union ayant le droit de vote. Tout refus est déferé au Conseil.
15. Le président :
- Représente l'Union dans ses relations avec les institutions et les organisations internationales ou nationales ;
 - Convoque et préside l'Assemblée générale ainsi que les réunions du Conseil, du Comité exécutif et du Bureau ;
 - Présente à l'Assemblée générale le rapport sur les activités scientifiques de l'Union pendant la période en cours ;
- En l'absence du président, le vice-président le remplace. Si le président est dans l'incapacité de terminer son mandat, le vice-président devient alors Président et le Comité exécutif élit un nouveau vice-président parmi les membres restants du Bureau.
16. Le secrétaire général :
- Remplit les fonctions de secrétaire de l'Assemblée générale, du Conseil, du Comité exécutif et du Bureau ; organise les réunions de ces organismes ; établit et diffuse promptement les ordres du jour et les procès-verbaux de toutes leurs réunions ;
 - Gère les affaires de l'Union, informé par les spécifications du document « Lignes directrices de l'administration de l'UGGI », se charge de la correspondance et assure la conservation des archives ;
 - Distribue toutes les informations relatives à l'Union ;
 - Etablit les rapports d'activité de l'Union ; envoie notamment à tous les pays membres, trois mois au plus tard avant chaque Assemblée générale, un rapport sur l'administration de l'Union depuis l'Assemblée générale précédente, et en présente un résumé à l'Assemblée générale elle-même ;
 - Tient un registre des scientifiques éminents qui ont été distingués par l'Union en tant que membres honoraires de l'UGGI, collectivement désignés comme le Collège des membres honoraires.
 - Accomplit toutes autres fonctions que pourrait lui confier le Bureau.
17. Pour aider le secrétaire général et le trésorier dans l'accomplissement de leurs tâches, le Bureau peut engager un secrétaire général assistant (secrétaire exécutif) et un trésorier assistant qui se verront confier des missions spécifiques respectivement par le secrétaire général et par le trésorier avec l'approbation du Bureau. Les assistants peuvent assister aux réunions des organismes administratifs de l'Union à titre consultatif. Le Bureau peut autoriser à embaucher du personnel administratif et de secrétariat supplémentaire afin d'assurer le bon fonctionnement de l'Union.

III. FINANCES

- 18.
- Les pays adhérents à l'Union paient annuellement le nombre d'unités de contribution correspondant à leur catégorie de membre selon le tableau suivant :

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Catégorie	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Unités de contributions	1	2	3	5	7	10	15	20	25	30	35	40	45	50

- b) Les membres associés, en Catégorie A n'acquittent pas de cotisation.
 - c) Les membres affiliés, en Catégorie AF, n'acquittent pas de cotisation.
19. La Commission des finances élit un président choisi parmi ses membres.
- La Commission des finances se réunit sur convocation de son président, au moins une fois au cours de l'exercice de son mandat.

Le trésorier peut être invité par le président à assister à une réunion de la Commission des finances. Aucun membre ne peut être représenté par un tiers à une réunion de la Commission.

La Commission des finances:

- a) Donne son avis au Conseil sur tout ce qui à trait aux questions financières de l'Union ;
- b) Réceptionne et examine les audits des comptes ;
- c) Rend compte au Conseil ;
- d) Donne son avis au trésorier sur la préparation du budget ;
- e) Donne son avis au trésorier, au Bureau et au Comité exécutif sur les questions financières, y compris la collecte des fonds pour soutenir les activités de l'Union et des associations, et l'examen de la catégorie d'adhésion des membres nationaux ;

Le président de la Commission des finances est généralement invité aux réunions du Bureau ou du Comité exécutif quand des questions financières figurent à l'ordre du jour.

20. Le trésorier de l'Union est responsable de l'administration des finances de l'Union, informé par les spécifications du document « Lignes directrices de l'administration de l'UGGI », conformément aux directives qui lui sont données par le Bureau.

Le trésorier :

- a) Prépare, en collaboration avec le Comité exécutif et la Commission des finances, un budget préliminaire accompagné des commentaires de la Commission des finances, qui sera envoyé au moins trois mois avant l'Assemblée aux organismes adhérents, puis le met à jour à l'Assemblée générale, et le soumet à l'approbation du Conseil ;
- b) Prend des dispositions pour un audit annuel des comptes ;
- c) Réunit les fonds de l'Union et les répartit conformément aux instructions du Conseil et du Bureau ;
- d) Tient les comptes de toutes les transactions financières de l'Union et présente tous les ans les rapports financiers qui en découlent au Bureau et à la Commission des finances ;
- e) Présente à la Commission des finances et au Conseil tout autre rapport qui lui serait réclamé ;
- f) Rassemble, à la fin de l'année qui précède l'Assemblée générale, un rapport sur les comptes complets de l'Union (y compris ceux des associations et de toutes les activités de l'Union) pour la période précédente, pour présentation au Bureau et à la Commission des finances trois mois au moins avant l'Assemblée générale, puis, lors de l'Assemblée générale, au Conseil. Le rapport doit être accompagné d'états relatifs à chacun des comptes gérés par l'Union, ses associations et autres organismes bénéficiant de l'aide financière de l'Union. Chaque compte devra être certifié par un comptable qualifié ;
- g) Prépare un bref rapport sur les finances de l'Union (y compris celles des associations et de toutes les activités de l'Union) et en assure la diffusion aux pays membres trois mois au plus tard avant chaque Assemblée générale.

Le président, le trésorier et le trésorier adjoint sont autorisés à retirer des fonds de tous les comptes bancaires de l'Union, mais seulement selon les instructions du Bureau.

21. Les frais de voyage et de séjour peuvent être payés par le trésorier, aux tarifs établis par le Bureau.

Les conditions suivantes doivent être remplies :

- a) Les réunions concernent spécifiquement les activités de l'Union ;
- b) Les personnes concernées doivent représenter l'Union et non un organisme adhérent ;
- c) Les personnes concernées ne peuvent pas obtenir d'allocations suffisantes de leur pays d'origine.

IV. DISTINCTIONS

22. L'honorariat de l'Union Géodésique et Géophysique Internationale est un hommage, décerné par le Bureau de l'UGGI, aux individus qui ont apporté une contribution exceptionnelle à la coopération internationale en géodésie ou géophysique et qui ont atteint l'excellence dans le domaine des sciences de la Terre et de l'espace.

Les procédures de nomination et de sélection, et les critères détaillés pour l'honorariat de l'UGGI, doivent être déterminés par le Bureau de l'UGGI et publiés dans le document «Lignes directrices de l'Administration de l'UGGI».

V. MODIFICATIONS AUX RÈGLEMENTS

23. Le Conseil a le pouvoir d'adopter des règlements dans le cadre des statuts de l'Union. Ces règlements peuvent être modifiés par une majorité simple des voix exprimées à une réunion du Conseil ou lors d'un vote électronique. Ces règlements ou toute modification ultérieure de ceux-ci entreront en vigueur à la clôture de la réunion du Conseil à laquelle ils sont adoptés ou, en cas de vote électronique, à la date à laquelle ils sont adoptés.

FIN DES STATUTS ET RÈGLEMENTS

STATUTES AND BY-LAWS OF THE ASSOCIATIONS

STATUTES AND BY-LAWS OF THE INTERNATIONAL ASSOCIATION OF CRYOSPHERIC SCIENCES

Statutes of the International Association of Cryospheric Sciences

(Adopted July 2007, XXIV IUGG General Assembly, Perugia, Italy; revised June 2015, XXVI IUGG General Assembly, Prague, Czech Republic)

Statute 1; Objectives of the Association

- a) to promote studies of the cryosphere of Earth and other bodies of the Solar System and related physical processes;
- b) to encourage research on cryospheric sciences through collaboration and co-operation among individuals, institutions, and research programmes, both nationally and internationally;
- c) to provide opportunities for international discussion and publication of the results of research on cryospheric structures and processes;
- d) to promote education and public awareness about the cryosphere;
- e) to facilitate the standardisation of measurements and the collection of data on cryospheric systems and the analysis, archiving and publication of such data;
- f) to promote the scientific activities of any Permanent Service which may fall under IACS responsibility and scientific supervision.

Statute 2; Structure of the Association

- 2.1. The Association shall consist of a Bureau and other component bodies as specified in the By-laws of the Association.
- 2.2. The members of the Association shall be all persons engaged in scientific research on the cryosphere, or otherwise contributing to the objectives of the Association.
Members include:
 - a) the elected Officers of the Association (the Bureau);
 - b) Correspondents to the Association that are appointed by the International Union of Geodesy and Geophysics (IUGG) Adhering Body National Committees (hereafter known as IUGG National Committees);
 - c) Delegates that are accredited by the IUGG Adhering Bodies for the purpose of attending Plenary Administrative Sessions (Accredited Delegates);
 - d) Representatives that are designated by the Bureau as liaisons to the cryospheric scientific community in their countries;
 - e) all other persons engaged in cryospheric research or otherwise contributing to the objectives of the Association.
- 2.3. The work of the Association shall be directed by the Plenary Administrative Session, which shall be convened at least once during each General Assembly of IACS and attended by members of the Association. Votes from at least one-third of the delegates representing IUGG Adhering Bodies eligible to vote are required to validate a decision. Delegates not present may forward a vote on any specific question as described in Statute 2.5.
- 2.4. The work of the Association consists of matters that are scientific, administrative, and financial in character. Prior to a Plenary Administrative Session the President shall decide the character of each agenda item and whether the procedure of voting by correspondence applies.
 - 2.4 a On matters of scientific purpose, all scientific participants have a single vote.
 - 2.4 b On matters of administration, including election of officers, only Accredited Delegates of IUGG Adhering Bodies in regular member status (dues paid) may vote; each delegate has one vote and may represent only one Adhering Body.
 - 2.4 c On matters of finance, only Accredited Delegates of IUGG Adhering Bodies in regular member status (dues paid) may vote; each delegate has the number of votes corresponding to the Category of IUGG membership of the Adhering Body.

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- 2.5 An IUGG Adhering Body eligible to vote that is not represented by a delegate at a Plenary Administrative Session may vote by correspondence, including post, fax, or electronic mail, on any voting matter provided that:
- a) the matter has been clearly defined in the final agenda distributed in advance to the members in accordance with the By-laws,
 - b) the substance of the matter has not been changed, and c) the vote has been received by the Secretary General prior to the meeting.
- 2.6 Decisions on any voting matter, except for the modification of the Statutes, shall be determined by a simple majority of the votes cast. Simple majority shall be determined by the proportion of affirmative votes to the sum of the affirmative and negative votes, including correspondence votes, and excluding abstentions. If a tie should occur, the decision shall rest with the President.
- 2.7 The Plenary Administrative Session has the power to adopt and modify By-laws that include specification of the scientific components of the Association (Divisions).
- 2.8 The Bureau
- 2.8 a The Bureau shall consist of the President, the President-Elect or immediate Past-President, three Vice-Presidents, the Secretary General, and the Heads of the Divisions. The immediate Past-President will remain a Bureau Member during the period between the end of his/her office and the election of a new President-Elect. In order to maintain continuity, the terms of office of the President, the President-Elect and the immediate Past-President are staggered. Thus the four-year term of the President is split, with the first two years in office having the immediate Past-President on the Bureau and with the last two years having the President-Elect on the Bureau. The President-Elect will become President at the IACS Scientific Assembly held approximately mid-period between IUGG General Assemblies.
- 2.8 b Except for the resident President, all members of the Bureau shall be elected by the Plenary Administrative Session during a General Assembly of IUGG in accordance with the Statutes and By-laws.
- 2.8 c In the event of any vacancy occurring in the membership of the Bureau, a person will be appointed to fill the vacancy by the remaining members of the Bureau 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 President, the President-Elect shall assume the office of President. If there is no President-Elect, then the Bureau shall appoint one of the three Vice-Presidents to act as President.
- 2.9 The Bureau may establish Standing Groups with specified terms of reference.
- 2.10 The Bureau may nominate persons who have given outstanding service to IACS, to a Plenary Administrative Session for recognition as "Honorary Members of IACS."
- 2.11 The Association may create Joint Bodies with other IUGG Associations, components of other governmental and international scientific organisations such as the International Council for Science (ICSU) and organizations affiliated with the United Nations, to deal with topics of mutual interest, and may appoint appropriate leaders and representatives of the Association to these organizations. In dealing with other scientific organizations, IACS shall not commit the name of IUGG, or act on behalf of IUGG, unless prior approval has been secured from the IUGG Executive Committee.

Statute 3; Assemblies of IACS

- 3.1 An ordinary General Assembly of IACS shall normally be held in conjunction with each ordinary General Assembly of IUGG.
- 3.2 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.
- 3.3 A Scientific Assembly of IACS may be held between ordinary General Assemblies of IACS, in accordance with the IUGG By-laws.
- 3.4 An extraordinary General Assembly of IACS may be convened by the President with the approval of the Bureau, and must be convened at the request of not less than one-third of IUGG Adhering Bodies eligible to vote. Such an extraordinary General Assembly must be held no later than nine months after the request is received. An extraordinary General Assembly shall have the same powers and be subject to the same rules as an ordinary General Assembly.

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- 3.5 Notice of the date and place of an ordinary General Assembly or a Scientific Assembly shall be sent by the Secretary General to the IACS Correspondents and Representatives at least nine months prior to that Assembly. The notice period for an extraordinary General Assembly shall be four months.
- 3.6 Between Assemblies, responsibility for the direction of the Association shall rest with the Bureau, which shall administer the affairs of the Association in accordance with these Statutes and By-laws and the decisions of the prior Plenary Administrative Session.

Statute 4; Dissolution of the Association

If the Association should be dissolved, its financial assets will revert to the Union to be used for the continuation of scientific and educational activities.

Statute 5; Languages

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

Statute 6; Adoption and Modification of the Statutes

- 6.1 The Statutes of the Association must be approved by the IUGG Council at a General Assembly, and shall come into force at the close of the Council Meeting at that General Assembly.
- 6.2 A member of the IACS Bureau, an IACS Correspondent or an Accredited Delegate of an IUGG Adhering Body to a Plenary Administrative Session may propose a change to these Statutes. Any such proposal must reach the Secretary General at least six months prior to the announced date of the General Assembly at which it is to be considered. The Secretary General shall notify all IACS Correspondents and Accredited Delegates of any proposed change at least two months prior to the announced date of the General Assembly.
- 6.3 For adoption, modifications must be agreed by at least a two-thirds' majority of the votes cast by Accredited Delegates at a Plenary Administrative Session held during a General Assembly, and further approved by the IUGG Council. A two-thirds' majority shall be determined by the proportion of affirmative votes to the sum of the affirmative and negative votes, including correspondence votes, and excluding abstentions.
- 6.4 Modifications to these Statutes shall come into force at the close of the General Assembly at which they were adopted.

By-Laws of the International Association of Cryospheric Sciences

(Revised July 2011, XXV IUGG General Assembly, Melbourne, Australia)

By-law 1; Divisions

- 1.1 The scientific components of the Association shall be separated into Divisions as follows:
- Division I: Snow and Avalanches
 - Division II: Glaciers and Ice-sheets
 - Division III: Sea Ice, Lake and River Ice
 - Division IV: Cryosphere, Atmosphere and Climate
 - Division V: Planetary and other Ices of the Solar System
- 1.2 The role of Divisions shall be to further the scientific objectives of the Association through co-ordination of appropriate scientific research, organisation of scientific meetings, and promotion of the exchange of information and data.
- 1.3 Each Division shall be responsible for its role, structure, and mode of operation.
- 1.4 Each Division shall be represented on the IACS Bureau by a person elected to be the Division Head.
- 1.5 Divisions may establish working groups with specified terms of reference.
- 1.6 The role and effectiveness of each Division shall be reviewed periodically by the Bureau.

By-law 2; IACS Administration

- 2.1 The Bureau shall meet at least twice at each Assembly, and must meet at least once more between ordinary General Assemblies.
- 2.2 The Bureau shall meet at the call of the President, who will set the agenda in consultation with the Secretary General.
- 2.3 The quorum needed for an IACS Bureau Meeting shall be a majority of the members but must include: at least three of the President; President-Elect or Past-President; the Secretary General; and one of the Vice-presidents.
- 2.4 The President may invite representatives of scientific bodies or individuals to attend a Bureau Meeting in an advisory capacity.
- 2.5 Electronic voting (e-voting) may be required in between Bureau Meetings. E-voting is a two-stage process: a discussion phase where Bureau Members openly discuss the issue, followed by a voting phase that is secret. The Secretary General or, in case of conflict of interest, either the President or the President-Elect or Past-President, counts the votes. The same quorum applies as for Bureau Meetings (see By-law 2.3). The discussion period and voting time should be kept as short as possible (one week each).

By-law 3; Officers

- 3.1 President
 - 3.1 a The President shall be elected for one Period, and may not be re-elected to the same office. In accordance with Statute 2.8a, the term of office begins approximately mid-period between IUGG General Assemblies, usually at the time of an IACS Scientific Assembly.
 - 3.1 b The duties of the President are:
 - i) to represent IACS in the IUGG Executive Committee and at other meetings, conferences, or functions where formal representation is requested or desirable;
 - ii) to convene Plenary Administrative Sessions and meetings of the Bureau and to preside over these meetings;
 - iii) to prepare and distribute the agenda of Bureau Meetings to Bureau members;
 - iv) to submit a report on the work of the Association to a Plenary Administrative Session at each General Assembly;
 - v) to select the Chair of Standing Groups established according to Statute 2.9;
 - vi) to select, on behalf of the Bureau, persons 'ex officio' who maintain liaison between the Bureau and other scientific bodies and programmes according to specified terms of reference.
 - 3.1 c If the President is not available, the President-Elect shall act on behalf of the President in accordance with the Statutes and By-laws. If there is no President-Elect, then the Bureau shall appoint one of the Vice-Presidents to act on behalf of the President in accordance with the Statutes and By-laws.
- 3.2 Vice-Presidents
 - 3.2 a The Vice-Presidents shall be elected for one Period and may be re-elected for one Period.
 - 3.2 b The duties of the Vice-Presidents are:
 - i) to represent the interests of cryospheric scientists at-large;
 - ii) to advise the Bureau on IACS activities;
 - iii) to assist the President in furthering the objectives of the Association within IUGG and the International Scientific Community.
- 3.3 Secretary General
 - 3.3 a The Secretary General shall be elected for one Period and may be re-elected for two successive Periods.
 - 3.3 b The duties of the Secretary General are:
 - i) to assist the Bureau in the management of the administrative and scientific affairs of the Association, to attend to correspondence, and to maintain and preserve the records of the Association;
 - ii) to arrange meetings of the Bureau, to assist the President in the preparation of the agenda for Bureau Meetings, and to prepare and distribute the minutes of these meetings;
 - iii) to organise Assemblies according to the instructions of the Bureau, to prepare and arrange publication of the Programme of each Assembly,
 - iv) to request and receive the names of the Accredited Delegates for each Plenary Administrative Session; to prepare and distribute the agenda; to prepare ballots and arrange for counting of votes; and to prepare and distribute the minutes of each Session;
 - v) 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

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- decisions of Plenary Administrative Sessions or with the instructions of the Bureau; to keep account of all receipts and disbursements and to submit such account, audited by a qualified accountant, for approval by the Bureau and submission to a Plenary Administrative Session at each General Assembly;
- vi) to maintain lists of IACS members for purposes of communication, including IUGG National Committee Correspondents, and IACS Representatives;
 - vii) to publish an internal Association bulletin (such as IACS News) containing information of general interest to the Association;
 - viii) to perform such other duties as may be assigned by the President or the Bureau.
- 3.3 c The Bureau may, at its discretion, appoint an Assistant Secretary General.
- 3.4 Heads of Divisions
- 3.4 a The Heads of Divisions shall serve for one Period but may be re-elected for two more Periods.
- 3.4 b The duties of the Heads of Divisions are:
- i) to promote the interests of their respective divisions through participation in symposia, conferences, workshops and other activities, which receive the approbation of the Bureau;
 - ii) to select the Chair of any Working Group established by the Division according to By-law 1.5;
 - iii) to assist the Bureau in furthering the objectives of the Association in accordance with the Statutes and By-laws.
- 3.4 c The Bureau may, upon request from the Head of a Division and at its discretion, appoint a Deputy Head of Division.
- 3.5 No person who has served on the Bureau for four Periods shall be eligible for further election to any position on the IACS Bureau.

By-law 4; Nominations and Election of the Bureau

- 4.1 The Bureau shall establish a Nomination Panel consisting of a Chair and not less than two other members at least ten months before an IUGG General Assembly. The Panel will receive and consider suggestions and shall prepare a list of candidates for each office, seeking to achieve reasonable balance in their geographical and professional distribution. Members of the Bureau may not be appointed to the Nomination Panel.
- 4.2 At least nine months before an IUGG General Assembly, the Secretary General shall solicit nominations for officers that must be received by the Chair of the Nomination Panel not later than six months before the General Assembly. Nominees for the position of President-Elect, but not for the other positions, must be from countries represented by IUGG Adhering Bodies in regular status (dues paid).
- 4.3 Each nomination for office must include a résumé of the candidate's qualifications relevant to the office for which the candidate is nominated. A signed statement of the candidate's willingness to stand for office must also be provided. The nomination shall not be considered without submission of the résumé and consent form.
- 4.4 A person may be a candidate for more than one office except in the case of a candidate for the office of President-Elect who may not be a candidate for any other office of the Association.
- 4.5 The list of candidates shall normally contain more than one name for each office. The Chair of the Nomination Panel shall distribute the list to Accredited Delegates at least three months before the General Assembly at which a Plenary Administrative Session will take place. The list submitted for voting shall contain both the candidates proposed by the Nomination Panel and the names of all other nominees submitted.
- 4.6 Voting for the election of Bureau Officers shall be by secret ballot. The President shall select two electoral officers from among the participants at the Plenary Administrative Session to oversee and compile the votes. The electoral officers shall not be members of the Bureau or members of the Nomination Panel nor candidates for the election.
- 4.7 Candidates who obtain a simple majority of votes shall be elected. If no candidate receives a majority of votes for a specific office, the two candidates receiving the most votes shall be named and a second vote shall be held. In the case of a tie in the second round the President shall decide.

By-law 5; Plenary Administrative Sessions

- 5.1 Attendance
- 5.1 a Plenary Administrative Sessions shall be open to all scientific participants at IACS Assemblies and to the general public.

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- 5.1 b Participants who are Accredited Delegates of IUGG Adhering Bodies may vote on administrative and financial issues in accordance with the Statutes and By-laws. All other participants may have voice but may vote only on scientific issues.
- 5.1 c An Accredited Delegate may designate another participant from that country to be his or her representative at all or part of a Plenary Administrative Session provided that the Secretary General is informed in writing prior to the Plenary Administrative Session at which the designated representative is to act.
- 5.1 d A session attendee who is not a participant at the Assembly shall have voice only with permission of the President.
- 5.1 e The President may, on his or her initiative or at the request of an Accredited Delegate, invite individuals such as representatives of relevant scientific bodies to attend a Plenary Administrative Session in an advisory capacity.
- 5.2 Agendas
- 5.2 a A provisional agenda for a Plenary Administrative Session shall be prepared by the Secretary General and circulated to IACS Accredited Delegates, Correspondents and Representatives at least two months prior to the opening of an Assembly.
- 5.2 b The provisional agenda shall comprise all items submitted by Accredited Delegates for discussion at the Plenary Administrative Session together with questions included by the Bureau. Additional agenda items, for which notice has not thus been given, may only be discussed with the consent of the voting members of the Plenary Administrative Session.

By-law 6; Modifications to the By-laws

The By-laws may be modified by a simple majority of votes cast at a Plenary Administrative Session, held during a General Assembly, according to Statute 6.

STATUTES AND BY-LAWS OF THE INTERNATIONAL ASSOCIATION OF GEODESY
(Revised June 2015, XXVI IUGG General Assembly, Prague, Czech Republic)

Statutes of the International Association of Geodesy

1. Definition of Terms

- (a) Geodesy is the discipline that deals with the measurement and representation (geometry, physics, and temporal variations) of the Earth and other celestial bodies.
- (b) IUGG means the International Union of Geodesy and Geophysics.
- (c) IAG or Association means the International Association of Geodesy.
- (d) Adhering Body and Council have the same meaning as in the Statutes of the IUGG.
- (e) General Assembly means an assembly for scientific and/or administrative purposes of:
 - (i) scientists from geodesy and other Earth science disciplines;
 - (ii) the Council delegates (or alternative delegates) appointed by the Adhering Bodies; and
 - (iii) individual members as defined by Statute 6(b).
- (f) Scientific Assembly means an assembly for primarily scientific purposes and therefore it does not normally require the presence of the delegates appointed by the Adhering Bodies.
- (g) Council Delegate means the person appointed by the Adhering Body to be member of the Council for four years. Adhering Bodies may appoint an Alternative Delegate to a Council meeting if the Permanent Delegate cannot attend the meeting.
- (h) Period means the interval of time between the closures of two successive ordinary General Assemblies.

2. International Association of Geodesy

- (a) The International Association of Geodesy:
 - (i) is a constituent Association of the IUGG; and
 - (ii) is subject to the Statutes and Bylaws of the IUGG.
- (b) In the event of the dissolution of the IAG, its assets shall be ceded to the IUGG.

3. Mission

The Mission of the Association is the advancement of geodesy. The IAG implements its mission by furthering geodetic theory through research and teaching, by collecting, analyzing, modelling and interpreting observational data, by stimulating technological development and by providing a consistent representation of the figure, rotation, and gravity field of the Earth and planets, and their temporal variations.

4. Objectives

The IAG shall pursue the following objectives to achieve its mission:

- (a) Study, at the highest possible level of accuracy, all geodetic problems related to Earth observation and global change, including:
 - i) Definition, establishment, and maintenance of global and regional reference systems for interdisciplinary use.
 - ii) Rotation of the Earth and planets.
 - iii) Positioning and deformation.
 - iv) Gravity field.
 - v) Ocean, ice and sea level.
 - vi) Atmosphere and hydrosphere.
 - vii) Time and frequency transfer.
- (b) Support the maintenance of geodetic reference systems and frames for continuous, long-term observations and archival of results.
- (c) Provide observational and processed data, standards, methodologies, and models in a form that ensures the broadest possible range of research and application.
- (d) Stimulate development and take advantage of emerging space and other technologies to increase the resolution and accuracy of geodetic data and products in order to advance geodetic and interdisciplinary research.
- (e) Initiate, coordinate, and promote international cooperation and knowledge exchange through symposia, workshops, summer schools, training courses,

publications, and other means of communication.

- (f) Foster the development of geodetic activities and infrastructure in all regions of the world, taking into consideration the specific situation of developing countries.
- (g) Collaborate with the international science and engineering community in supporting the application of geodetic theory and techniques and the interpretation of results.
- (h) Cooperate with national and international agencies in establishing research goals, missions, and projects.

5. Structure and Administration

- (a) The Association's structure shall comprise a small number of components: Commissions, the Inter-commission Committee on Theory (ICCT), Services, the Global Geodetic Observing System (GGOS), and the Communication and Outreach Branch (COB).
- (b) Subcomponents, such as IAG Projects, Sub-commissions, Commission Projects, Inter-commission Committees, and Study and Working Groups, may be formed as provided for in the Bylaws.
- (c) The administration of the IAG is carried out by the General Assembly, the Council, the Bureau and the Executive Committee. The COB is the office responsible for the promotional activities of the IAG and the communication with its members.

6. Membership

The membership of the IAG shall comprise:

- (a) Adhering Bodies; and
- (b) individual members in accordance with the Bylaws.

7. IAG Council

- (a) The Council is responsible for governance, strategic policy and direction.
- (b) The membership of the Council consists of delegates appointed by the Adhering Bodies.
- (c) Each Adhering Body may appoint one delegate subject to the conditions in (d) and (e) below.
- (d) A delegate may only represent one Adhering Body.

- (e) The President, Vice President and Secretary General may not serve as delegates.

8. Bureau

- (a) The Bureau of the Association consists of the President, the Vice President and the Secretary General.
- (b) The duties of the Bureau shall be to administer the affairs of the Association in accordance with these Statutes and Bylaws and with the decisions of the Council and the Executive Committee.

9. President

- (a) The President shall be elected by the Council.
- (b) The President shall provide general leadership for the Association.
- (c) The President presides over the meetings of the General Assembly, the Scientific Assembly, the Council, the Executive Committee, and the Bureau. The President has no vote in the Council meetings, except in the case of a tie as provided in 14(h).
- (d) The President, on completion of his or her term of office of one period, shall serve for the next period in the position of Immediate Past President.

10. Vice President

- (a) The Vice President shall be elected by the Council.
- (b) The Vice President shall perform such tasks as may be assigned by the President, the Executive Committee or the Council.
- (c) The Vice President assumes the functions, duties and powers of the President when the latter is absent or otherwise unable to assume office.

11. Secretary General

- (a) The Secretary General shall be elected by the Council.
- (b) The Secretary General shall serve as secretary of the General Assembly, the Scientific Assembly, the Council, the Executive Committee, and the Bureau and arrange for meetings of these bodies in accordance with the Bylaws.

12. Executive Committee

- (a) The Executive Committee shall consist of the following voting members: the Bureau, the immediate Past President, the Presidents of the Commissions, the President of the ICCT, the Chair of GGOS, the President of the COB, the three representatives of the Services, and two Members-at-Large to improve geographical and organizational balance.
- (b) Presidents of the Inter-commission Committees other than the ICCT, Chairs of the IAG Projects, and the Assistant Secretaries shall attend any meeting of the Executive Committee, with voice but without vote. The Past Presidents and past Secretaries General may attend any meeting of the Executive Committee, with voice but without vote, (except for the immediate Past President, who does have a vote).
- (c) The election of Executive Committee members shall be in accordance with the Bylaws.
- (d) The duties of the Executive Committee shall be to further the objectives of the Association through effective coordination and through the formulation of general policies.

13. Council Meetings

- (a) The Council shall meet at the time of a General Assembly.
- (b) The Council may hold extraordinary meetings either in person or electronically, at times other than a General Assembly. Such meetings must be proposed by the Executive Committee.
- (c) The members of the Executive Committee may attend meetings of the Council, with voice but without vote, except for those who are also delegates.

14. Voting in Council

Voting in Council shall follow the following rules:

- (a) An Adhering Body which is not represented at a Council meeting may vote by correspondence on any specific question, provided that the matter has been clearly defined on the final agenda distributed in advance, and that the discussion thereon has not produced any significant new considerations or change in its substance, and that the said vote has been

received by the President prior to the voting. In such a case the vote will be cast in accordance with 13(d).

- (b) Quorum in Council meetings is achieved when the number of Council Delegates in attendance is at least one third of the delegates from countries eligible to vote.
- (c) On questions not involving matters of finance, each delegate from an Adhering Body, with its IUGG subscriptions paid up to the end of the calendar year preceding the voting, shall have one vote.
- (d) On questions involving finance, each delegate from an Adhering Body, which has paid its IUGG subscriptions up to the end of the calendar year preceding the voting, shall have the right to vote. The number of votes allotted to each delegate of an Adhering Body shall then be equal to the number of its category of membership, as defined by IUGG.
- (e) Before a vote in a Council meeting, the President shall decide whether or not the matter under consideration is financial in character and whether the procedure of voting by correspondence applies.
- (f) The Council may also deliberate and decide matters at other times by correspondence and/or email ballot, provided that the issues were communicated to Council members at least one month in advance of the voting date.
- (g) Decisions of the Council shall be taken by a simple majority, except as otherwise specified in these Statutes. If a tie should occur in a Council vote, the President shall cast the decisive vote. This procedure also applies if the vote is taken by mail ballot. Simple and two-thirds majorities are determined by the proportion of affirmative votes to the sum of all votes (affirmative, negative and abstention). Blank and invalid ballots and votes not cast by delegates present are counted as abstentions.
- (h) Except as otherwise provided in the Statutes or Bylaws, meetings of the Council, as well as those of other IAG administrative bodies, shall be conducted according to the edition of Robert's Rules of Order currently recommended by the IUGG.

15. Decision of Council

- (a) Decisions of the Council shall be reported to the individual membership in a meeting of the IAG General Assembly.
- (b) If the majority of those present at this meeting disagree with the decisions of the Council, the Council shall reconsider the question, and make a decision, which shall be final.

16. Changes to Statutes and Bylaws

Changes in the Statutes and Bylaws shall be made as follows:

- (a) If deemed necessary, the Association may review the Statutes and Bylaws in each period, to ensure an up-to-date structure of its scientific and administrative organization. A Review Committee will be appointed by the Executive Committee to achieve this goal.. Proposals for a change

of any article of these Statutes and Bylaws must reach the Secretary General at least two months before the announced date of the Council meeting at which it is to be considered. The Secretary General shall notify all Adhering Bodies of any proposed change at least one month before the announced date of the Council meeting.

- (b) The Statutes may not be modified except by the approval of a two-thirds majority of votes cast at a Council meeting, and shall come into force at the close of that meeting.
- (c) The Council shall have the power to adopt Bylaws within the framework of the Statutes.
- (d) The Bylaws may be modified by a simple majority of votes cast at a Council meeting, and shall come into force at the close of the meeting.

By-Laws of the International Association of Geodesy

1. Definition of Terms

- (a) **Association components** or **components** means Commissions, the Inter-commission Committee on Theory (ICCT), Services, the Global Geodetic Observing System (GGOS), and the Communication and Outreach Branch (COB).
- (b) **Commissions** represent major fields of activity in accordance with the IAG statutes.
- (c) **Services** collect and analyze observations to generate products relevant to geodesy and other sciences and applications.
- (d) The **Global Geodetic Observing System (GGOS)** works with the IAG Services to provide the geodetic expertise and infrastructure necessary for the monitoring of the Earth system and global change research.
- (e) **Association subcomponents** or **subcomponents** are long-term or short-term structures created by IAG or one or more of its components.
- (f) **Long-term subcomponents** comprise IAG Projects (broad in scope and of high interest for the entire field of geodesy), Inter-commission Committees, Sub-commissions and Commission Projects which may remain established for several periods.
- (g) **Short-term subcomponents** means Study Groups and Working Groups which are established for a maximum term of one period.
- (h) **Steering Committee** means a group of elected or appointed IAG officers who review the work of Commissions, Inter-commission Committees (see 17), IAG Projects (see 16), and the Communication and Outreach Branch (see 18).
- (i) **Period** means the interval of time between the closures of two successive IAG General Assemblies.

2. Responsibilities of Association Components

- (a) The scientific work of the Association is performed by Commissions, Inter-commission Committees, IAG Projects, Services and the GGOS.

- (b) The responsibilities of the Association components are determined by the Council on the recommendation of the Executive Committee.
- (c) Components shall interact with each other where their activities are inter-related.
- (d) Each component may set up subcomponents and is responsible for the activities of those subcomponents.

3. General Responsibilities of Component Presidents or Chairs, and Steering Committees

- (a) Each component shall have a President or Chair who will lead a Steering Committee.
- (b) The component President or Chair is responsible for the scientific development within the component's field of interest. The component President or Chair shall:
 - (i) coordinate the work of the subcomponents;
 - (ii) keep the officers of the component as well as the Bureau informed of the component's activities, on an annual basis;
 - (iii) collect reports of the subcomponents two months before each IAG General and Scientific Assembly for publication in the "Travaux de l'Association Internationale de Géodésie";
 - (iv) receive suggestions for new subcomponents, and suggestions for continuation of existing ones; and
 - (v) recommend changes to subcomponents to the IAG Executive Committee for approval.
- (c) The component steering committee shall meet at least once per year and at least once during each IAG General Assembly.
- (d) The component steering committee shall review at one of its meetings (usually the IAG General Assembly, or the IAG Scientific Assembly):
 - (i) the activities of the subcomponents over the past period;
 - (ii) the structure of the subcomponent; and
 - (iii) the programs for the forthcoming period for those subcomponents that will be recommended for continuation.

- (e) The component steering committee shall inform the IAG Secretary General about all relevant issues .
- (f) The component steering committee may organise scientific and organizational meetings and workshops provided that they are readily distinguished as being of a more limited scope than IAG Scientific symposia or IAG Sponsored Symposia as described in Bylaws 27 and 28.
- (d) The representatives of the Services shall be appointed by the Commission President and Vice President upon proposal of the Services.
- (e) The Members-at-Large shall be nominated by the Commission President and Vice President within two months following the IAG General Assembly.
- (f) The appointments of Members-at-Large and Chairs of Sub-commissions and Commission Projects take effect on approval of the nominations by the IAG Executive Committee.

4. Commission Responsibilities

Commissions shall promote the advancement of science, technology and international cooperation in their field. They establish the necessary links with sister disciplines and with the relevant Services. Commissions shall represent the Association in all scientific domains related to their field of geodesy.

5. Commission Steering Committee

- (a) The Commission Steering Committee shall be set up at each IAG General Assembly, following the election of the Association officers
- (b) The Steering Committee shall have the following voting members:
 - (i) Commission President.
 - (ii) Commission Vice President.
 - (iii) Chairs of the Sub-commissions and Commission Projects.
 - (iv) Up to three representatives of the Services relevant to the work of the Commission.
 - (v) Up to two Members-at-Large to balance geographical and member country representation.

6. Appointment of Commission Officers

- (a) The Commission President shall be elected by the Council for one period without reappointment except where exceptional circumstances justify reappointment.
- (b) The Commission Vice President shall be appointed by the IAG Executive Committee for one period without reappointment except where exceptional circumstances justify reappointment.
- (c) Chairs of the Sub-commissions and Commission Projects shall be nominated by the Commission President and Vice President within two months following the General Assembly.

7. Tasks of Commission Steering Committee

The Commission Steering Committee is subject to the general responsibilities of component steering committees in Bylaw 3(c), 3(d), 3(e), and 3(f) above. In particular, its tasks are to:

- (a) Review the Commission's field of interests and objectives.
- (b) Liaise with the other IAG commissions, the Inter-commission Committees, and with similar organizations outside the IAG, as appropriate.
- (c) Foster active participation of young geodesists and geodesists from under-represented countries.
- (d) Coordinate and review the work of its components and report at the time of the Scientific Assembly to the IAG Executive Committee on the progress and performance of the components.
- (e) Encourage and organize Commission and interdisciplinary symposia and/or sessions at major geodesy related international meetings.
- (f) Maintain a Commission website and e-mail service.
- (g) Nominate up to three editors for the Journal of Geodesy.

8. Current Commissions

On the coming into effect of these bylaws, there shall be four Commissions with areas of scientific responsibility as outlined below:

(1) Commission 1: Reference Frames

- (a) Establishment, maintenance, improvement of the geodetic reference frames.

- (b) Advanced terrestrial and space observation technique development for the above purposes.
 - (c) International collaboration for the definition and deployment of networks of terrestrially-based space geodetic observatories.
 - (d) Theory and coordination of astrometric observation for reference frame purposes.
 - (e) Collaboration with space geodesy/reference frame related international services, agencies and organizations.
- (f) networks), including monitoring of deformations.
 - (e) Applications of geodesy to engineering.
 - (f) Atmospheric investigations using space geodetic techniques.

(2) Commission 2: Gravity Field

- (a) Terrestrial, marine, and airborne gravimetry.
- (b) Satellite gravity and altimetry observations.
- (c) Gravity field modelling.
- (d) Time-variable gravity field.
- (e) Geoid determination.
- (f) Satellite orbit modeling and determination.

(3) Commission 3: Earth Rotation and Geodynamics

- (a) Earth orientation (Earth rotation, polar motion, nutation and precession).
- (b) Earth tides.
- (c) Tectonics and crustal deformation.
- (d) Sea surface topography and sea level changes.
- (e) Planetary and lunar dynamics.
- (f) Effects of the Earth's fluid layers (e.g., post glacial rebound, loading).

(4) Commission 4: Positioning and Applications

- (a) Terrestrial and satellite-based positioning systems development, including sensor and information fusion.
- (b) Navigation and guidance of platforms.
- (c) Interferometric laser and radar applications (e.g., Synthetic Aperture Radar).
- (d) Applications of geodetic positioning using three dimensional geodetic networks (passive and active

9. Commission Subcomponents and Joint Subcomponents

- (a) Commission Subcomponents are Sub-commissions, Commission Projects, Study Groups, and Working Groups, which all belong to one commission.
- (b) If more than one component is involved in a subcomponent, the term joint subcomponent will be used, e.g. Joint Sub-commission, Joint Commission Project, Joint Study Group, Joint Working Group.

10. Sub-commissions and Joint Sub-commissions

- (a) A Sub-commission may be set up for topics where the Commission plays a leading or coordinating role.
- (b) Where a topic relates to the scientific responsibilities of more than one IAG component, a Joint Sub-commission shall be established under the lead of one Commission.
- (c) A Sub-commission is expected to be established for several periods.
- (d) Sub-commissions are established and terminated by the IAG Executive Committee upon recommendation from the Commission President.
- (e) A proposal to the Executive Committee for a Joint Sub-commission requires the recommendation of the Presidents of all contributing components.

11. Commission Projects and Joint Projects

- (a) A Commission Project may be established when a new scientific method or a new technique is being developed, or when it seems appropriate to apply an existing technique to a specific geographic area where international collaboration is required.
- (b) Where a topic for a Commission Project relates to the scientific responsibilities of more than one Commission, or a Commission and a Service, a Joint Commission Project shall be established under the lead of one Commission.

- (c) A Commission Project is established for one period and may be extended for another period subject to a positive review.
- (d) Commission Projects are established, extended and terminated by the IAG Executive Committee upon recommendation from the Commission President.
- (e) A proposal to the Executive Committee for a Joint Commission Project requires the recommendation of the Presidents of all contributing Components.

12. Study Groups, Working Groups, Joint Study Groups and Joint Working Groups

- (a) A Study Group or Working Group may be established at any time to address clearly defined well-focused scientific topics of limited scope within the field of the Commission. A Study Group deals with more theoretical issues and a Working Group with more practical realizations.
- (b) Where a topic for a Study Group or Working Group relates to the scientific responsibilities of more than one Commission, or a Commission and a Service, a Joint Study Group or a Joint Working Group shall be established.
- (c) A Study Group or Working Group is established for one period or less.
- (d) Study Groups and Working Groups, including the position of the group chair, are established and terminated by the IAG Executive Committee upon recommendation from the Commission President.
- (e) A proposal to the Executive Committee for a Joint Study Group or Joint Working Group requires the recommendation of the Presidents of all contributing components.
- (f) The Chair of a Study Group or Working Group is responsible for initiating and directing its work and appointing its members.
- (g) Study Group and Working Group membership should be balanced so as to reflect international cooperation in its subject.
- (h) A Study Group or Working Group may have not more than 20 full members and an unlimited number of correspondent members.
- (i) The Chair of each Study Group or Working Group shall issue a brief description of the work to be performed

and a list of members, to be published in the Geodesist's Handbook after each General Assembly.

- (j) The Chair of each Study Group or Working Group shall report annually to its members and the commission steering committee, on results achieved and outstanding problems.

13. Services

- (a) IAG Services generate products, using their own observations and/or observations of other services, relevant for geodesy and for other sciences and applications. Accuracy and robustness of products, quality control, timeliness, and state of the art quality are the essential aspects of the Services.
- (b) Each Service shall define its Terms of Reference as appropriate to accomplish its mission and shall submit the Terms of Reference to the IAG Executive Committee for approval.
- (c) Each Service shall have an IAG representative, appointed by the IAG Executive Committee, as a voting member of its directing/governing board.
- (d) Services are linked to at least one of the Commissions and may be also linked to other scientific organizations, such as the World Data System (WDS) or the International Astronomical Union (IAU).
- (e) Services should collaborate on a scientific basis with the Commissions, establish Joint Commission Projects and Joint Study Groups and help compile the Commissions' list of themes for Study Groups.
- (f) Three representatives shall be elected in accordance with Bylaw 39 to the IAG Executive Committee to serve the interests of all Services.
- (g) On any matter relating to the products of a Service, the Service shall represent the IAG.

14. Current Services

On the coming into effect of these Bylaws, there shall be fourteen Services as outlined alphabetically:

- (a) International Altimetry Service (IAS)
- (b) International Bureau of Weights and Measures (BIPM) Time Department

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- (c) International Centre for Global Earth Models (ICGEM)
- (d) International Digital Elevation Models Service (IDEMS)
- (e) International DORIS Service (IDS)
- (f) International Earth Rotation and Reference Systems Service (IERS)
- (g) International Geodynamics and Earth Tides Service (IGETS)
- (h) International GNSS Service (IGS)
- (i) International Gravimetric Bureau (BGI)
- (j) International Gravity Field Service (IGFS)
- (k) International Laser Ranging Service (ILRS)
- (l) International Service for the Geoid (ISG)
- (m) International VLBI Service for Geodesy and Astrometry (IVS)
- (n) Permanent Service for Mean Sea Level (PSMSL)

15. The Global Geodetic Observing System (GGOS)

- (a) The GGOS is IAG's observing system to monitor the geodetic and the global geodynamic properties of the Earth as a system.
- (b) GGOS works with other IAG components, such as the IAG Services and the IAG Commissions, as well as the Inter-commission Committees, to provide unique, mutually consistent, and easily accessible geodetic products (including the geometric reference frames and the gravity field) and the relevant geodetic constants for science and society.
- (c) GGOS operates on its own Terms of Reference, defined by the GGOS Coordinating Board (CB) and approved by the IAG Executive Committee. GGOS nomination and election procedures are specified in its Terms of Reference.
- (d) The GGOS Chair is appointed by the IAG Executive Committee in consultation with GGOS CB for one four-year period, which may be renewed once.

16. IAG Projects

- (a) IAG Projects are flagship long-term projects of a broad scope and of highest interest and importance for the entire field of geodesy.

- (b) Planning for the creation of an IAG Project shall be carried out by a planning group established by the Executive Committee.
- (c) The Project Steering Committee shall have the following voting members:
 - (i) The Project Chair appointed by the IAG Executive Committee
 - (ii) One member from each Commission appointed by the Commissions' Steering Committee
 - (iii) Two Members-at-Large proposed by the members of the Project Steering Committee identified in clause (i) and (ii) above and approved by the IAG Executive Committee.
 - (iv) Chairs of the IAG Project Working Groups (if any).
 - (v) Representatives of other IAG components, as appropriate.
- (d) IAG Project Subcomponents are Working Groups but not Study Groups.

17. Inter-commission Committees

- (a) Inter-commission Committees shall handle well defined, important and permanent tasks involving all Commissions.
- (b) Each Inter-commission Committee shall have a steering committee, which shall include the following members:
 - (i) President appointed by the IAG Executive Committee.
 - (ii) Vice President appointed by the IAG Executive Committee on the recommendation of the president.
 - (iii) One representative appointed by each Commission.
- (c) The terms of reference for each Inter-commission Committee shall be developed by a planning group appointed by the IAG Executive Committee for approval by the Executive Committee.
- (d) Inter-commission Committees will be established for at least 2 periods (eight years) and shall be reviewed by the Executive Committee every eight years.
- (e) The Inter-commission Committees shall report to the IAG Executive Committee.

18. Communication and Outreach Branch (COB)

- (a) The function of the Communication and Outreach Branch is to provide the

- Association with communication, educational/public information and outreach links to the membership, to other scientific Associations and to the world as a whole.
- (b) The responsibilities of the Communication and Outreach Branch shall include the following tasks:
- (i) Promote the recognition and usefulness of geodesy in general and IAG in particular.
 - (ii) Publications (newsletters).
 - (iii) Membership development.
 - (iv) General information service and outreach.
- (c) The Communication and Outreach Branch shall also assist the IAG General Secretary, in the following tasks as required:
- (i) Maintenance of the IAG website.
 - (ii) Setting up Association schools.
 - (iii) Setting up meetings and conferences.
- (d) The IAG Executive Committee establishes the COB on a long-term basis by issuing a Call for Participation. The responding organization(s) and the IAG Executive Committee shall then negotiate the Terms of Reference and other conditions.
- (e) The President of the Communication and Outreach Branch shall be elected by Council.
- (f) Major decisions related to the operations of the COB shall be made by a Steering Committee consisting of the following voting members:
- (i) Communications and Outreach Branch President.
 - (ii) IAG Secretary General.
 - (iii) Editor-in-Chief of the Journal of Geodesy.
 - (iv) Editor-in-Chief of the IAG Symposia Series
 - (v) Up to 5 other members appointed by the Executive Committee on the recommendation of the President of the Communications and Outreach Branch.
- l'Association Internationale de Géodésie," the IAG Newsletter, and IAG Special Publications.
- (b) The Association's journal is the Journal of Geodesy, hereinafter referred to as the journal. The journal is published monthly through an agreement between the Association and a publishing company, or by other arrangement approved by the Executive Committee. The terms of any agreement for publication of the journal shall be negotiated by the President of the Communications and Outreach Branch and ratified by the Executive Committee.
- (c) The journal publishes peer-reviewed papers, covering the whole range of geodesy, including geodetic applications.
- (d) After each IAG General Assembly, a special issue of the Journal of Geodesy shall be published under the name of "The Geodesist's Handbook". This issue provides the actual information on the Association, including the reports of the President and Secretary General presented at the previous IAG General Assembly, the resolutions taken at that Assembly, and the Association structure listing all components and subcomponents for the running period, rules for the IAG Fund, IAG Awards and for the conduct of scientific meetings as well as relevant scientific information.
- (e) The IAG Symposia Series publishes peer-reviewed papers related to presentations made at IAG and/or IAG-sponsored Symposia provided that sufficient number of papers are submitted and accepted for publication,
- (f) After each IAG General Assembly, a collection of the reports by the Association components shall be published in the "Travaux de l'Association Internationale de Géodésie". This publication is supplied free of charge to the officers of the Association and to the Adhering Body of each member country.
- (g) At every IAG General Assembly each member country is encouraged to a National Report on geodetic work done since the previous General Assembly to be placed on the IAG website. These National Reports, as far as available, are distributed by the IAG Office in the same manner as the "Travaux de l'Association Internationale de Géodésie".
- (h) The IAG Newsletter is under the editorial responsibility of the Communication and

19. IAG Publications

- (a) The IAG publications include the Journal of Geodesy, the IAG Symposia series, the Geodesist's Handbook, the "Travaux de

Outreach Branch. It should be published on the IAG website and distributed to members electronically.

20. Editor-in-Chief and Editorial Board

- (a) There shall be one Editor-in-Chief for the journal, hereinafter referred to as the Journal Editor. An Assistant Editor-in-Chief may assist the Journal Editor. The Journal Editor shall be advised and assisted by a Board of Editors, hereinafter referred to as the Board. To ensure broad expertise, each of the Commissions may nominate up to three members of the Board.
- (b) The Journal Editor shall be responsible for the scientific content of the journal. The Journal Editor shall make the final decision on whether a refereed scientific manuscript is accepted for publication. The Journal Editor shall keep the Executive Committee informed of the activities and status of operations of the journal.
- (c) Three months before each General Assembly, the current Journal Editor, in consultation with the Bureau, shall recommend a preliminary list of candidates for the new Board of Editors. This list shall be published on the IAG website at least two months in advance of the General Assembly to solicit additional nominations for the Editorial Board from the geodetic community. The additional candidates will be added to the list.
- (d) At the General Assembly, the current Board shall appoint the members of the new Board from those recommended. After taking office, the new Board shall nominate the new Journal Editor and the new Assistant Editor for the next period. After approval of these nominations by the Executive Committee, the Journal Editor and the Assistant Editor will be considered as elected. Concurrence with the Publisher will be sought.
- (e) The Journal Editor, the Assistant Editor, and the members of the Editorial Board shall each hold office for one period, but may be eligible to be re-elected for one further period.
- (f) There shall be one Editor-in-Chief for the IAG Symposia Series, hereinafter referred to as the Series Editor. He/she is appointed by the Executive Committee for a four year period. An assistant Editor-in-Chief may also be appointed for the same time period.

(g) The Series Editor shall be responsible for the scientific content of the IAG Symposia Series. On the recommendation of the volume editors, the Series Editor shall make the final decision on whether a refereed scientific manuscript is accepted for publication. The Series Editor shall keep the Executive Committee informed of the activities and status of operations of the IAG Symposia Series.

(h) Each volume of the IAG Symposia Series shall have additional Volume Editors.

21. Individual Membership

- (a) Individuals engaged in geodesy, can become individual members of the Association on application and payment of the membership fee.
- (b) Applications for individual membership are submitted to the Secretary General.
- (c) The decision on the membership application shall be made by the Bureau.
- (d) Benefits of membership include
 - (i) Substantial reduction on the individual subscription rate to the Journal of Geodesy.
 - (ii) The right to participate in the IAG election process both as a nominator and a nominee.
 - (iii) Upon application, correspondent membership in a sub-commission or study group of choice.
 - (iv) Reduction of the registration fee for IAG meetings as set under Bylaws 25(i), 26(d) and 27(c).
- (e) The membership fee per annum is set by the Executive Committee. In setting the fee the Executive Committee will consider a recommendation from the Secretary General.
- (f) In individual cases, the Secretary General may consider a discount or full remission of membership fees on application by the member.
- (g) Where a member provides a donation in excess of the membership fee, the excess shall be assigned to the IAG Fund in support of young scientists.
- (h) Membership is terminated if the membership fee is not paid or if an application for discount or full remission has not been received one year after the fee was due.

22. Honorary Officers, Fellows

- (a) The Executive Committee may appoint a merited past President as Honorary President or a merited Secretary General as Honorary Secretary General.
- (b) The Executive Committee may appoint past officers of the Association as Fellows.

23. IAG Fund

The Executive Committee may establish a fund (IAG Fund) for supporting specific IAG activities as defined in the IAG Fund Rules, to be published in the Geodesist's Handbook in accordance with Bylaw 20(e). The fund is under the direct responsibility of the President; the fund's resources are administered by the Secretary General.

24. IAG Awards

The Executive Committee may establish awards for outstanding contributions to geodesy and distinguished service to the Association. The rules for the awards are published in the Geodesist's Handbook in accordance with Bylaw 20(e).

25. Administration of the IAG General Assemblies

- (a) The IAG General Assembly will be held at the same time and the same place as the IUGG General Assembly.
- (b) Before any IAG General Assembly, the Bureau of the Association shall prepare detailed agendas for the Council meetings, Executive Committee meetings, the opening and the closing sessions.
- (c) The Executive Committee shall draw up the agenda for the scientific program. Joint Symposia covering topics of interest to two or more Associations within the Union may be arranged.
- (d) The agendas developed according to (b) and (c) above are sent to the member countries and to all the officers of the Association so as to reach them at least two months prior to the IAG General Assembly. In principle, only matters on the agenda may be considered during the sessions, unless a decision to do otherwise is passed by a two-thirds majority in the Council concerning the agenda of the Council meeting.
- (e) At each IAG General Assembly, the President shall present a detailed report on the scientific work of the Association

during his/her tenure. The Secretary General shall present a detailed report on the administrative work and on the finances of the Association for the same period. The President and Secretary General should include in their reports, proposals for work to be undertaken during the coming period, within the limits of expected resources. These reports shall be published in "The Geodesist's Handbook".

- (f) At each IAG General Assembly, the work of each Commission, each Service, the Communication and Outreach Branch, and each IAG Project shall be reported by its President / Chair. IAG Representatives to other scientific bodies report to the Executive Committee.

26. Scientific Meetings

- (a) Scientific meetings of the IAG are:
 - (i) the Scientific Symposia held during a General Assembly;
 - (ii) Scientific Assemblies, including Scientific Symposia; and
 - (iii) IAG sponsored Symposia.
- (b) The IAG Newsletter shall include on a regular basis a Calendar of IAG Symposia and other scientific meetings organized or sponsored by the IAG or its components.
- (c) The Executive Committee shall appoint an official IAG Scientific Meeting Representative for each of the scientific meetings other than the General Assembly and the Scientific Assembly to be governed by these Bylaws. The representative is obliged to remind the organizers to obey the Bylaws for scientific meetings and to report back to the Executive Committee.
- (d) A reduced registration fee shall be offered for Individual members in accordance with 21(d) (iv).

27. Scientific Assemblies

- (a) Scientific assemblies are held mid-way during the period between two IAG General Assemblies and shall consist of a group of component meetings and/or a group of Scientific Symposia, held at the same time and place.
- (c) A reduced registration fee shall be offered for Individual members in accordance with 21(d)(iv).

28. Scientific Symposia

- (a) Scientific symposia take place at the IAG General Assembly and the IAG Scientific Assembly. In general, they shall be organized by Association components and subcomponents, and be led by their respective chairs.
- (b) The study of some questions may require joint meetings of several components under a chair, appointed by the Executive Committee. A committee consisting of the component chairs shall decide on the agenda and on the inclusion of scientific presentations.
- (c) At each IUGG General Assembly Joint Scientific Symposia covering topics of interest to two or more Associations within the IUGG and/or other international scientific organizations may be arranged. Though the IAG may be asked to act as convenor or co-convenor, these symposia shall follow the rules issued by the IUGG. The IAG may participate also in joint symposia at any other time outside of the IAG General Assembly obeying the same procedures.
- (d) The arrangement of a scientific symposium shall be subject to the usual approval procedure provided by in the Geodesist's Handbook in accordance with Bylaw 20(e).

29. IAG Sponsored Symposia

- (a) The IAG may sponsor a symposium covering broad parts of geodesy and having large attendance at any suitable time outside the IAG General Assemblies or Scientific Assemblies, and shall call it an IAG Sponsored Symposium, provided the following conditions are fulfilled:
 - (i) One or more Association component or subcomponent shall sponsor it or at least two Study Groups.
 - (ii) Host organization of the symposium shall accept a representative in the Scientific Organizing Committee (SOC) appointed by the IAG Executive Committee.
 - (iii) The symposium shall be open to all bona-fide scientists in accordance with the ICSU rules.
 - (iv) The symposium proceedings shall be published.
- (b) The SOC appointed under 29(a)(ii) above shall be responsible for the quality of

science of the symposium being at a high level. A Local Organizing Committee (LOC) shall take care of the organization and logistics.

- (c) Applications for approval of an IAG Symposium should be submitted to the Secretary General at least one year before the intended date of the meeting.

30. International Cooperation

- (a) The Association may participate in joint bodies of the IUGG and other scientific organizations, especially those belonging to the International Council for Science (ICSU). These bodies shall be administered according to their specific rules.
- (b) The Association shall initiate international cooperation in scientific work of international and interdisciplinary character. This includes the adequate participation in international programs and projects and the representation at scientific congresses, symposia etc. of organizations with related activities.
- (c) Representatives to international programs and projects shall be appointed by the Executive Committee and shall inform the EC on the activities, on a biannual basis. The representatives shall also prepare a report to be presented at the IAG General Assembly.

31. Duties of the Council

- (a) In addition to any other functions, powers and duties provided in other Statutes and Bylaws, the Council shall:
 - (i) Examine questions of general scientific policy or administration, and propose actions deemed necessary.
 - (ii) Elect the voting members of the Executive Committee, with the exception of the GGOS Chair, see 15(d) and the ICCT President, see 17(b(i)).
 - (iii) Receive reports from the Secretary General and consider for approval the decisions or actions taken by the Bureau and the Executive Committee since the last Council meeting.
 - (iv) Set up and dissolve Association components.
 - (v) Appoint the three members of the ad hoc (audit) committee created for examining the finances of the

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- Association, consider its recommendations and adopt the final budget.
- (vi) Consider proposals for changes in the Statutes and Bylaws.
 - (vii) Decide on the venue of IAG Scientific Assemblies.
 - (viii) Approve the establishment of Inter-Commission Committees and IAG Projects.
 - (b) Council meetings shall be convened by the President of the Association. It shall meet at least once during each IAG General Assembly and may be convened at other times, normally coinciding with the IAG Scientific Assembly according to the Statutes 13b.

32. Duties of the Executive Committee

- (a) In addition to any other functions, powers and duties provided in other Statutes and Bylaws, the Executive Committee shall:
 - (i) Initiate actions and issue guidelines, as required, to guide the Association towards the achievement of its scientific objectives.
 - (ii) Fill vacancies occurring between IAG General Assemblies, in accordance with the Statutes and Bylaws.
 - (iii) Approve the internal structure of Association components.
 - (iv) Make recommendations to the Council on matters of general policy of the Association and on the implementation of its objectives.
 - (v) Appoint Honorary Officers and Fellows of the Association, upon the recommendation of the Bureau..
 - (vi) Appoint planning groups for Inter-commission Committees and IAG Projects.
 - (vii) Establish Inter-commission Committees and IAG Projects.
 - (viii) Appoint a Committee for reviewing and updating the IAG Statutes and Bylaws when deemed necessary.
 - (ix) Confirm the Assistant Secretaries of the Association.
 - (x) Confirm the links between Commissions and Services.
 - (xi) Adopt the suggested membership fee

- (xii) Appoint the Vice President of each Commission.
- (xiii) Appoint representatives to external bodies.
- (b) Executive Committee meetings shall be convened by the President of the Association. It shall meet at IAG General Assemblies and its members are expected to attend the meetings of the Council, with voice but without vote. It shall also meet normally at least once a year, especially one year before the IAG General Assembly, in order to prepare the scientific agenda and the timetable of the next IAG General Assembly.
- (c) At a meeting of the Executive Committee, no member may be represented by any other person, except by the corresponding Vice Presidents or Vice Chairs of the IAG components represented in the EC. In order that the deliberations of the Executive Committee shall be valid, a quorum of at least half of its members must be present or represented.
- (d) The agenda for each meeting of the Executive Committee shall be prepared by the Bureau and sent to the members at least two months prior to the meeting.

33. Duties of the Bureau

- (a) In addition to any other functions, powers and duties provided in other Statutes and Bylaws, the Bureau shall:
 - (i) Draw up the agenda of the meetings of the Council and Executive Committee and send these to the members at least two months prior to the meeting.
 - (ii) Ensure the adequate administration of the Association.
 - (iii) Receive applications for individual memberships and accept individuals as Members of the Association.
 - (iv) Recommend Honorary Officers and Fellows to the Executive Committee.
- (b) The Bureau shall normally meet before each meeting of the Executive Committee.

34. Duties of the President

In addition to any other functions, powers and duties provided in other Statutes and Bylaws, the President shall:

- (a) Provide general leadership for the Association in all matters.
- (b) Convene and preside over the IAG General Assembly and over all meetings of the Council, Executive Committee and Bureau.
- (c) Represent the Association in the International Union of Geodesy and Geophysics.
- (c) Represent the Association in its dealing with national or international organizations or institutions.
- (d) Submit a report to the IAG General Assembly on the scientific work of the Association during his/her tenure.

35. Duties of the Vice President

In addition to any other functions, powers and duties provided in other Statutes and Bylaws, the Vice President shall act as the President whenever the President is not present or is unable to perform any of the President's duties, and shall perform such tasks as may be assigned by the President, the Executive Committee or the Council.

36. Duties of the Secretary General

In addition to any other functions, powers and duties provided in other Statutes and Bylaws, the Secretary General shall:

- (a) Serve as secretary of the General Assembly, the Scientific Assembly, the Council, the Executive Committee and the Bureau; arrange for meetings of these bodies, distribute promptly the agenda and prepare and distribute the minutes of all their meetings.
- (b) Act as Director of the IAG Office.
- (c) Manage the affairs of the Association including finances as per 42(b), attend to correspondence, and preserve the records.
- (d) Circulate all appropriate information related to the Association.
- (e) Prepare the reports of the Association's activities.
- (f) Perform such other duties as may be assigned by the Bureau.

- (g) The function of the Secretary General is unpaid and only expenses incurred in connection with the functions and duties are repayable.

37. Assistant Secretaries

- (a) The Secretary General is assisted by a small number of assistant secretaries.
- (b) The position of Assistant Secretary is unpaid and only expenses incurred in connection with the functions and duties are repayable.

38. IAG Office

To assist the Secretary General, the Association establishes the IAG Office in the country in which the Secretary General resides. The Executive Committee negotiates logistical and financial support with the host country.

39. Procedure for Nominations and Elections of Officers

- (a) Elections shall take place by e-mail vote before each IAG General Assembly and should be completed one month before the assembly.
- (b) The President of the Association, after taking advice from the Executive Committee, shall appoint a Nominating Committee consisting of a Chair and three other members.
- (c) The Nominating Committee, after taking advice from the Delegates of the Adhering Bodies, the officers, fellows, and members of the Association, shall normally propose at least two candidates for each position to be filled by election in the Council. Candidates shall be asked to signify their acceptance of nomination and to prepare a resume, maximum 150 words, outlining their position, research interests and activities relating to the Association.
- (d) The Adhering Bodies and the individual membership shall be informed of these nominations three months before the IAG General Assembly.
- (e) During the following month further nominations can be submitted by the Delegates of the Adhering Bodies. Such additional nominations shall be in writing, shall be supported by at least two members of the Council, and shall be submitted with resumes as described above to the Chair of the Nominating Committee.

- (f) Nominations shall be checked against the eligibility criteria in Bylaw 40 by the Nominating Committee. Ineligible nominations will not be accepted and the members of Council who supported the nomination will be advised of the reason for its rejection.
- (g) Delegates shall be informed of these further eligible nominations and resumes and of their supporters.
- (h) The Chair of the Nominating Committee shall write to all Services asking them for one nomination from each Service for the Service representatives in the Executive Committee. The Nominating Committee shall recommend normally two nominees for each of the Services' three positions, considering appropriate scientific and national distribution. The procedure for seeking additional nominations in sub clause (e) above does not apply to these positions.
- (i) If candidates have been nominated for more than one position, they will be asked to make a decision for which position they will allow their name to stand.
- (j) Elections shall be by e-mail ballot and by majority vote.
- (k) The Members-at-Large shall be elected in a second round after the other members of the Executive Committee are known, in order to fulfil the condition of geographical and organizational balance (see Statutes 12a).

40. Eligibility & Terms of Office

- (a) No person may hold more than one of the following offices at the same time: President of the Association, Vice President, President of a Commission, President of an Inter-commission Committee, Chair of a Service, Chair of GGOS, President of the Communication and Outreach Branch, Chair of an IAG Project.
- (b) A member of the IUGG Bureau or of the IUGG Finance Committee may not occupy the post of President, of Vice President or of Secretary General of the Association.
- (c) The President of the Association is elected for one period and may not be immediately re-elected to the same office.
- (d) The Vice President is elected for one period and may not be re-elected to the same office.

- (e) The Secretary General is elected for one period initially. He/she may be re-elected for two additional periods.

41. Extraordinary Vacancies

- (a) Should the position of President become vacant during the Period between two IAG General Assemblies, his duties devolve to the Vice President until the closure of the next IAG General Assembly.
- (b) Should the post of Secretary General become vacant, the President shall arrange without delay for the Executive Committee to propose a replacement and for the Council to appoint a new Secretary General so as to ensure the continuity of the work of the IAG Office. This appointment has effect until the closure of the next IAG General Assembly and shall not be counted in the restriction of eligibility for re-election of the Secretary General under Bylaw 40(e).

42. Finances

- (a) The Finances of the Association derive from the following sources:
 - (i) Contributions of IUGG Adhering Bodies of which a portion, determined by the IUGG Council on recommendation of its Finance Committee, is paid to the Association by the Treasurer of the Union.
 - (ii) Sale of publications.
 - (iii) IAG Fund collected from individual contributions for specific purposes.
 - (iv) Membership fees.
 - (v) A portion of the registration fee charged at IAG symposia.
 - (vi) Other sources e.g., grants, interests, and funds remaining after a symposium.
- (b) The Secretary General is responsible to the Bureau and to the Council for managing the funds in accordance with the Statutes and Bylaws, with the decisions of the Council. The Secretary General alone shall be responsible for control of the financial operations of the Association.
- (c) At each IAG General Assembly the budget proposal for the next period shall be presented by the Secretary General and submitted for approval to the Council. The budget as approved by the Council shall be implemented by the Secretary General.

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- (d) During each IAG General Assembly, the Council shall examine all expenditures during the preceding period to ensure that they were in accordance with the proposed budget previously approved. This examination shall be carried out by an ad hoc (audit) committee appointed by the Council; see also 31(a)(v).
- (e) In addition, the accounts shall be audited by a qualified accountant and shall then be reported to the IUGG Treasurer, as prescribed in Article 20 of the IUGG Bylaws.

STATUTES AND BY-LAWS OF THE INTERNATIONAL ASSOCIATION OF GEOMAGNETISM AND AERONOMY

*(Revised July 2011, XXV IUGG General Assembly, Melbourne, Australia and June 2015, XXVI IUGG General
Assembly, Prague, Czech Republic)*

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

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: 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 Member Countries of IAGA.

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).

Period: the interval between two scheduled General Assemblies.

Scientific Assembly (of IAGA): an Assembly of IAGA normally held between 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 geomagnetism and aeronomy of the Earth and other bodies of the solar system and of the interplanetary medium and its interaction with these bodies ;
- (b) to promote and 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 presentation, discussion and publication of the results of the research indicated above;
- (d) to promote appropriate standardisations of observational programmes, data acquisition systems, data analysis, modelling, and publications;
- (e) to promote understanding and appreciation of geomagnetism and aeronomy by the general public through, but not limited to, public lectures, media events, media publication packages, etc.

Statute 2. Establishment of Component Bodies

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

Statute 3. A Member Country of IAGA

Fully accredited Member Countries of IUGG, as defined in IUGG Statute 4, are Member Countries of IAGA. Countries in Observer status or having Associate Membership of IUGG, as defined in IUGG Statute 4, have the same status in IAGA as in IUGG.

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 A General Assembly of IAGA shall normally be held in conjunction with each 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 General Assemblies of IAGA, in accordance with IUGG By-Law 9.
- 5.4 An extraordinary General Assembly or an extraordinary Scientific Assembly of IAGA may be convened by the President in accordance with By-Law 5.

Statute 6. Delegates and Conferences of Delegates

- 6.1 The work of the Association shall be directed by Conferences of Delegates held at General and Scientific 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

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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 appoint appropriate leaders and IAGA representatives to Joint Bodies established with other IUGG Associations, components of other ICSU Bodies, or other internationally recognised scientific bodies.
- 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 either the President or the Secretary-General of the IUGG, acting on behalf of 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 General Assemblies. Any such meeting between General Assemblies can be conducted electronically, via audio and/or video links.

Statute 8. Membership of the Executive Committee

- 8.1 The Executive Committee shall be Chaired by the President of IAGA and shall consist of the President, Vice-President, Secretary General ex-officio, and seven additional Members. Two members of the Executive Committee shall come from developing countries. 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 two periods and may be re-elected in extraordinary circumstances for up to two successive further periods.
- 8.5 The election of the Executive Committee shall normally take place at a Conference of Delegates held at a General Assembly, with the exception of that 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 and one of the existing seven members of the Executive Committee shall be appointed Vice-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

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- (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, other ICSU Bodies or other internationally recognised scientific bodies (see Statute 2) shall be to deal with and co-ordinate those scientific programmes and/or meetings that cover topics of mutual interest, to promote the exchange of information, data and products derived from them, to undertake and promote educational and outreach activities, and to formulate policies and provide advice on 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 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 at the time of an Assembly

IV. VOTING

Statute 12. Categories of Voting Matters

- 12.1 Prior to a vote by a conference of Delegates, the President, on the advice of the Secretary General, 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 those entitled to vote.

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 fully accredited Member Countries, each fully accredited Member Country having one vote cast by its Chief Delegate, or that person's representative appointed in accordance with the By-Laws.
- 13.3 When a vote is taken on a financial matter, voting shall be by fully accredited Member Countries, each fully accredited 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 fully accredited Member Country, or that person's representative.

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 fully accredited Member Countries attending the Assembly are present or represented in accordance with the By-Laws.

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- 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. 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 normally come into force at the close of the General Assembly at which the modifications are adopted.
- 15.2 These Statutes may only be modified with the approval of at least a two-thirds majority of Chief Delegates of fully accredited 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 six weeks 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 four weeks 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 fully accredited Member Countries present at a General Assembly, in accordance with Statutes 6, 13, and 14. Any modification of the By-Laws shall normally come into force at the close of the General Assembly at which they are approved.

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

Division VI: Electromagnetic Induction in the Earth and Planetary Bodies

Interdivisional Commission: History

Interdivisional Commission: Developing Countries

Interdivisional Commission: Education and Outreach

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 General Assembly.

By-Law 3. Appointment of Leaders of Component Bodies

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- 3.1 The names of candidates to fill the positions of leaders of each Division and Interdivisional Bodies shall be proposed by the President, representing the wishes of the Executive Committee, at the Conference of Delegates during a General Assembly. Alternates may be proposed by a Chief Delegate (or his/her representative appointed in accordance with By-Law 9) of a fully accredited Member Country, and, if seconded by another Chief Delegate (or his/her representative), then voting occurs of all Chief Delegates (or their representatives) at the Conference of Delegates.
- 3.2 In order that their appointments shall become effective, Division and Interdivisional Body leaders must express in writing or electronically to the President their willingness to serve. For leaders proposed by the President, this must be prior to the Conference of Delegates; for alternates approved at the Conference of Delegates, this must be no later than two weeks after the Conference of Delegates.
- 3.3 If no structure exists within subdivisions for appointment of leaders of such subdivisions, then the leaders of the relevant 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 and gender 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". Proposals for Honorary Members must reach the Secretary General no later than 31st December of the year before an Assembly. 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.

II. ADMINISTRATION

By-Law 5. Extraordinary Assemblies

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

By-Law 6. Notice of an Assembly

Notice of the date and place of a General Assembly or a Scientific Assembly shall be announced on the IAGA web site and through electronic distribution to the IAGA emailing list maintained by the Secretary General.

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 sent electronically to IAGA National Bodies at least four weeks 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 simple majority of all Delegates present.

By-Law 8. Attendance at a Conference of Delegates

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- 8.1 A 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 to speak on the matter.
- 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. 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 electronically prior to the Conference of Delegates at which the representative of the Chief Delegate is to act.

By-Law 10. Nominations and Election of the Executive Committee

- 10.1 At least six months prior to the opening of a General Assembly, the President, in consultation with the Executive Committee, shall appoint a Nominating Committee consisting of a Chair and four members. Members of the Executive Committee may not be appointed to the Nominating Committee.
- 10.2 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 six weeks prior to the election. Those nominated must have advised the Nominating Committee in writing or electronically beforehand of their willingness to serve.
- 10.3 The IAGA National Body of any Member Country may make other nominations in writing to the Chair of the Nominating Committee at least four weeks 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 or electronic agreement of the nominee to stand. The combined list of candidates must be made publicly viewable and distributed electronically at least one day prior to the election.
- 10.4 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. At least two members of the Executive Committee should come from developing countries.
- 10.5 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.
- 10.6 Only scientists from Member Countries of IUGG (as defined in IUGG Statute 4) are eligible to hold elected positions in IAGA.

By-Law 11. Meetings of the Executive Committee

- 11.1 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, whether a physical or virtual meeting, no member can be represented by another person. Decisions of the Executive Committee shall be valid only if at least half plus one 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.
- 11.2 When the importance and urgency of a decision warrant it, a vote by electronic 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.
- 11.3 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.

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- 11.4 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 notified to the Secretary General at least two weeks 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 12. Duties of the Executive Committee

In addition to the duties specified in Statutes 7 and 8 and By-Laws 2, 3, 4, 5, 7, 10, and 11, 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 13. Duties of the President

The duties of the President of IAGA are:

- (a) to promote geomagnetism and aeronomy within scientific communities and also to the public;
- (b) to represent IAGA in the IUGG Executive Committee;
- (b) to represent IAGA in its dealings with IAGA National Bodies, other IUGG Associations, other ICSU Bodies, and other international scientific 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 14. 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 15. 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 (before each General Assembly), for examination by the Finance Committee appointed according to Statute 11;

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- (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 ensure that the website of the Association is maintained;
- (j) to perform such other duties as may be assigned by the President or by the Executive Committee.

III. FINANCE

By-Law 16. 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 and distribution electronically of IAGA News, 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 have expressed in writing or electronically that they 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 or electronically 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 or electronically 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.

STATUTES AND BY-LAWS OF THE INTERNATIONAL ASSOCIATION OF HYDROLOGICAL SCIENCES

(Revised July 2011, XXV IUGG General Assembly, Melbourne, Australia)

STATUTES

1. THE OBJECTIVES OF THE ASSOCIATION

1.1. To promote the study of Hydrology as an aspect of the earth sciences and of water resources;

_ to study the hydrological cycle on the Earth and the waters of the continents; the surface and groundwaters, snow and ice, including their physical, chemical and biological processes, their relation to climate and to other physical and geographical factors as well as the interrelations between them;

_ to study erosion and sedimentation and their relation to the hydrological cycle;

_ to examine the hydrological aspects of the use and management of water resources and their change under the influence of man's activities;

_ to provide a firm scientific basis for the optimal utilization of water resources systems, including the transfer of knowledge on planning, engineering, management and economic aspects of applied hydrology.

1.2. To provide for discussion, comparison, and publication of research results.

1.3. To initiate, facilitate, and coordinate research into, and investigation of, those hydrological problems which require international cooperation.

2. The Association is a constituent body of the International Union of Geodesy and Geophysics (IUGG). The Association is subject to those Articles of the Statutes and Bye-laws of the Union that apply to associations and also to these Statutes.

3. Any country adhering to the Union also adheres to the Association, and is entitled to send delegates and otherwise to participate in its work. All scientific meetings of the Association or of its components are open to such delegates.

4. The Association performs its activities in the framework of the International Council for Science (ICSU) and IUGG, in cooperation with the United Nations and its specialized agencies and through direct contacts with other international organizations.

5. The Association shall comprise: the Plenary Session, the Bureau of the Association, the Scientific Commissions, the Panels and Working Groups and the International Association of Hydrological Sciences Limited. The Association shall maintain contact with the several adhering countries through their National Representatives or National Committees (often subcommittees or sections of the IUGG National Committees) and Regional Committees.

Scientific Commissions: Units of the Association having defined scientific responsibilities in specific hydrological fields or subjects. Divisions are corresponding units of the Scientific Commissions.

Panels or Working Groups: Ad hoc units to report on specific problems, either scientific or administrative.

National Committees: National Committees of IAHS are administrative bodies for maintaining contacts with the Association. They may include representatives to the Scientific Commissions of IAHS.

National Representatives: Each member country of IUGG shall appoint a National IAHS Representative who is responsible for maintaining contact with the Association, taking part in the work of the National Committee of IAHS, if one such is established.

Regional Committees: Regional Committees are administrative bodies which examine subjects of particular concern within specific regions.

The International Association of Hydrological Sciences Limited: This is a UK Registered Charity having as part of its Memorandum and Articles of Association objects which are identical to those of this Association and coming within the framework of ICSU and IUGG.

Individual Members: Even though membership of IAHS is by country, individuals may request to be registered for so-called individual membership. To qualify for such membership an individual must work in one or more fields of hydrology and endeavour to participate in IAHS activities. The individual members are not permitted to vote on administrative matters.

PLENARY SESSION

6. A Plenary Session of the Association shall be convened in accordance with the Bye-laws of the Union. At least one Plenary Session of the Association shall be held during a General Assembly of the IUGG and during a Scientific Assembly of the Association. Each adhering country may be represented by one or more delegates to the Plenary Session.

6.1. The Plenary Session has final authority on questions of a scientific character.

6.2. The Plenary Session shall consider the state of hydrological sciences, the trends in their development, and questions relating to the organization of symposia on important programmes, taking into consideration the appropriate programmes of other international organizations.

6.3. Each participant present at the Plenary Session shall have one vote on scientific matters.

7. The final authority of the Association in all matters of administration and finance shall be vested in the Plenary Administrative Session of the Association.

7.1. The Plenary Administrative Session shall consist of the President, the President-Elect or immediate Past-President, the Vice-Presidents, the Secretary General, the Treasurer, the Editor, the President or other designee of each Scientific Commission in existence at the time, the Chairman of IAHS Limited and one voting delegate from each adhering country, appointed by that country to vote in the Plenary Administrative Session.

A quorum shall consist of the President (or Vice-President acting as President), the Secretary General, or his deputy, and voting delegates from at least 10 countries.

7.2. Voting in the Plenary Administrative Session shall be by countries, each country having one vote, with the provision that it has voting rights in IUGG at that time. This voting may also be by mail but if the vote has been by mail then the country cannot vote at the Plenary Session again. Only those officers of the Association and its Scientific Commissions who are also voting delegates of their countries may vote.

7.3. The Plenary Administrative Session, during the General Assembly of the IUGG, shall elect for the Association, in accordance with the Bye-laws, the President-Elect, three Vice-Presidents, the Secretary General, the Treasurer, and such other elective officers as may be deemed necessary.

The election shall be held during the IUGG General Assembly, in accordance with Articles 7.1, 7.2 and 7.6.

The period of office for all Association officers except the President, shall be the interval between elections at two successive IUGG General Assemblies.

The President-Elect shall become President, and the President shall become immediate Past-President, two years after the elections at the IUGG General Assembly.

If a Scientific Assembly is held during the second year after the elections, the President-Elect shall become President at the beginning of the Scientific Assembly.

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The term of immediate Past-President shall be from the time the new President takes office to the next election of a President-Elect. At any time there shall be in the Bureau either a President and President-Elect or a President and a Past-President.

The President and Vice-Presidents may not be elected to two successive terms of the same office.

The Secretary General shall be eligible for re-election, but not for more than two additional terms.

The Treasurer shall be appointed by the Bureau, and shall be eligible for re-appointment without limit.

The Editor shall be appointed by the Bureau, and shall be eligible for re-appointment without limit.

The President-Elect shall assume the office of President if this office becomes vacant. If there is no President-Elect the Bureau shall appoint one of the Vice-Presidents to be President.

If the office of the Secretary General or that of the Treasurer or that of the Editor shall become vacant between IUGG General Assemblies, acting officers shall be appointed by the President to serve the remainder part of the term.

7.4. The Plenary Administrative Session has the power to form and discontinue Scientific Commissions. Their terms of reference shall be included in the Bye-laws of the Association.

The Plenary Administrative Session during the IUGG Assembly shall be informed of the President-Elect, three Vice-Presidents and Secretary elected during the Plenary Administrative Session of each of the Scientific Commissions.

The office of President-Elect of each Scientific Commission shall be established under the same terms as outlined in Article 7.3 for the Association.

The Presidents of the Scientific Commissions may not be re-elected to two successive terms of the same office. The Vice-Presidents and the Secretary shall be eligible for re-election but for not more than one additional term.

The Scientific Commissions have the power to fill vacancies that may occur between elections.

7.5. The Plenary Administrative Session has the power to form and discontinue Regional Committees, which may be formed on the initiative of several National Committees or National Representatives. Their Officers shall be elected by those National Committees, or National Representatives. Regional Committees shall examine hydrological subjects of particular concern to a specific region, and may conduct regional meetings on such subjects. Regional meetings shall be open to all adhering countries, and the Scientific Commissions may designate a representative to appear on their behalf at these meetings. Each Regional Committee may propose a set of regulations for its organization and governance for approval by the Plenary Administrative Session of the Association.

7.6. The Plenary Administrative Session may elect an Honorary President, who shall serve life or until such time as he/she resigns from this office. The Honorary President may participate as a non-voting member in any Association meeting, including those of the Bureau, and may be requested by the Bureau to undertake specific tasks in support of the Objectives of the Association.

7.7. In questions involving finance, voting in the Plenary Administrative Session shall be as in Article 7.2, except that upon the request of two voting delegates, the number of votes for each country shall be one greater than the number of its category of membership in the Union as defined in the Statutes of the Union.

7.8. An adhering country not represented at a Plenary Administrative Session may forward its vote on any pertinent item on the agenda, including elections of Association officers, by mail.

7.9. Voting by post on administrative matters between Plenary Sessions of the Association can be authorized by the Bureau.

THE BUREAU

8. The Bureau of the Association shall consist of the President, the President-Elect or immediate Past-President, three Vice-Presidents, the Secretary General, the Treasurer, the Editor and Presidents of the Scientific Commissions in existence at the time and the Chairman of the International Association of Hydrological Sciences Limited. The immediate Past-President shall remain a Bureau member during the period between the end of his/her office and the election of a new President-Elect. The President shall convene the Bureau at least every other year to guide the affairs of the Association.

PRESIDENT, SECRETARY GENERAL, TREASURER AND EDITOR

9. The President shall be the executive officer of the Association and shall direct its affairs in accordance with the decisions of the Plenary Session of the Association. The President shall be assisted by the Vice-Presidents.

10. The Secretary General, in consultation with the President, shall manage the business of the Association, conduct the correspondence, preserve the official documents and administrative records. The Bureau may authorize the Secretary General to employ administrative and secretarial personnel to assist him/her in the performance of his/her duties to the Association. The Secretary General shall also take any action necessary to ensure that the Objectives of the Association are fulfilled in a manner which complies with the relevant Law governing administration, taxation, Contract and Tort or their equivalent in any country where the Association is operational including the appointment of a person or corporation if required to protect and represent the Association in any such matters and he/she shall be indemnified by the Association in respect of the costs of any such action.

11. The Treasurer, or acting Treasurer, shall collect the funds of the Association and disburse them in accordance with the decisions of the Plenary Session of the Association and the Bureau. He shall maintain records of all financial transactions of the Association and submit annual reports thereon to the Bureau as required by the Statutes and Bye-laws of IUGG. In agreement with the Secretary General he shall arrange for the subscriptions, sales, and storage of the publications of the Association.

11.1. The funds of the Association shall be invested in accounts of the Association. They shall be at the disposal of the Treasurer and the Secretary General as may be deemed necessary and as specified in Article 11, but provisions shall be made to enable the President to transfer the funds or part of them to an acting Treasurer appointed according to Article 7.3.

12. The Editor shall prepare for publication by the Association original papers, reviews and other material in a form in accordance with the decisions of the Plenary Session and the Bureau.

COMMISSIONS

13. The following provisions shall govern Scientific Commissions that are created under Article 7.4.

13.1. The Scientific Commissions shall keep abreast of their fields of hydrology and determine the trends in research on the most urgent problems of hydrology that are of common interest to many countries. The Scientific Commissions shall study the questions voted by their Plenary Session.

13.2. The Scientific Commissions shall participate actively in the preparation of symposia on appropriate scientific problems.

13.3. The Scientific Commissions shall be styled "International Commission on ...".

13.4. The National Committee (or National Representative) for IAHS of each adhering country may designate one representative on each Scientific Commission and on each Regional Committee with which it desires to affiliate. Such representatives may vote on all administrative and scientific matters before the Scientific Commission or Regional Committee and may correspond directly with the Officers of a Commission or such Committee on all matters of concern to that Commission or such Committee. All participants present at a meeting of a Commission or such Committee may vote on scientific matters.

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13.5. While the regulations for all scientific commissions should be as similar as possible, each Scientific Commission may propose a set of regulations for its organization and governance for approval by the Plenary Administrative Session of the Association.

13.6 The Scientific Commissions may establish Divisions and ad hoc working groups to report on specific problems.

PANELS, WORKING GROUPS AND RAPPORTEURS

14. The Plenary Session or the Bureau may create panels or working groups and appoint rapporteurs to undertake either:

- (a) ad hoc scientific programmes; or
- (b) activities of a pro tempore regional nature; or
- (c) specific administrative or organizational tasks.

The Chairman and members of all such groups shall be appointed by the President, to whom they shall report. Such groups shall exist only during the term between two successive IUGG General Assemblies.

IAHS LIMITED

15. The International Association of Hydrological Sciences Limited.

15.1. The International Association of Hydrological Sciences Limited shall deal with those matters set out in its Memorandum and Articles of Association (a copy of which shall be held by the Secretary General) and is a registered Charity in the United Kingdom.

15.2. Membership of the Limited Company is restricted to Individual Members of the Association. The Limited Company will deal inter alia with the IAHS publishing programme including the arrangements for the Hydrological Sciences Journal.

15.3. The International Association of Hydrological Sciences Limited shall have as its Board the Secretary General and those persons appointed by the President. The Chairman of the Limited Company will report to the President. Because of requirements under English Law, at least half the Board of the Limited Company, who shall also be Directors, must be ordinarily resident in the United Kingdom.

15.4. For the purpose of continuity of administration of the Limited Company, the President shall have absolute discretion regarding the appointment of the Chairman and the Board.

BY-LAWS: AMENDMENTS

16. Within the framework of these Statutes, the Plenary Administrative Session of the Association shall have the power to adopt or amend Bye-laws by a simple majority.

17. Proposals by adhering countries for a change of any Article of the Statutes must reach the Secretary General at least six months before the date of the meeting at which they are considered by the Plenary Administrative Session of the Association. The Secretary General shall notify all adhering countries of any proposed changes at least four months before the named date.

18. The Articles of these Statutes may be changed only by a majority of two-thirds of the votes cast at a meeting of the Plenary Administrative Session of the Association by voting members who are present or who vote by post, provided that the total number of favourable votes is not less than one-half the number of the members of the Plenary Administrative Session of the Association eligible to vote.

19. The Statutes are prepared in English and French, and the English text shall be considered the authoritative text. Questions of interpretation as between the texts shall be decided by the President.

BY-LAWS

1. The following Scientific Commissions have been established in accord with Article 7.4 of the Statutes:

International Commission on Surface Water;

International Commission on Groundwater;

International Commission on Continental Erosion;

International Commission on Snow and Ice Hydrology;

International Commission on Water Quality;

International Commission on Water Resources Systems;

International Commission on Remote Sensing;

International Commission on the Coupled Land-Atmosphere System;

International Commission on Tracers.

International Commission on Statistical Hydrology.

The Commissions shall follow the Regulations of the Scientific Commissions. Commission-specific modifications of these regulations are subject to approval by the Plenary Administrative Session of the Association and shall become part of the Bye-laws.

All Commissions will be concerned with natural processes and these processes as modified by human activities or with processes, technologies and applications. Relations to the environment will be considered as appropriate.

Whenever Scientific Commissions are referred to in the Bye-laws, it implies "International Commissions".

2. The several Scientific Commissions shall prepare scientific reviews of the state of research in their respective fields of hydrology, noting achievements and trends, with particular emphasis on significant problems for attack. The reports should be submitted in English or in French and include a summary in the other language. The report shall reach the Secretary General at least four months before the Plenary Session of the Association, for distribution among the officers of the Association including those of the several Scientific Commissions and among the National Committees, and for publication in the reports of the Plenary Session of the Association. The President of the Association shall introduce these reviews in his address to the Plenary Session of the Association, together with his recommendations as to the course of research.

3. The Scientific Commissions shall meet at the IUGG General Assemblies and Scientific Assemblies of the Association unless authorized otherwise by the Bureau. A Scientific Commission may also schedule other meetings under the regulations it adopts according to Statutes Article 13.6.

4. The Scientific Commissions may invite advisors from non-adhering countries to participate in the work of the Scientific Commissions. These advisors may not vote.

5. Each Scientific Commission shall show on its stationery or other formal documents its identification with the International Association of Hydrological Sciences.

NOMINATIONS AND VOTING FOR OFFICE

6. The Bureau shall establish a Nomination Panel of not less than three members at least 10 months before an IUGG General Assembly to receive and consider suggestions and prepare nominations for the President-Elect, the three Vice-Presidents and the Secretary General.

At least nine months before an IUGG General Assembly the Secretary General shall inform all National Committees of the membership of the Nomination Panel, asking them to send their nominations to its Chairman not later than six months before the General Assembly in order to be considered by the Panel. On the basis of available nominations from the National Committees, the IAHS Bureau and from the Scientific Commissions, the Panel shall prepare a list of candidates, seeking to achieve a reasonable balance in their geographical and professional distribution.

Each nomination for office must include a résumé of the candidate's qualifications relevant to the office for which the candidate is nominated. A signed statement of the candidate's willingness to stand for office must also be provided. The nomination shall not be considered without submission of the résumé and consent form.

A person may be a candidate for more than one office except the candidate for President-Elect who may not be a candidate for any other office of the Association. No one may hold more than one office at the same time.

The list submitted for voting shall contain the candidates proposed by the Nomination Panel and mention the names of all other nominees submitted.

The voting on the list shall be by the Plenary Administrative Session of the Association or by mail according to Article 7.2 of the Statutes.

6.1. Each of the Scientific Commissions shall establish a Nomination Group of not less than three members at least 10 months before an IUGG General Assembly to prepare nominations of Commission officers. At least nine months before an IUGG General Assembly the Secretary General shall inform all National Committees of the membership of these groups, asking them to send nominations to the Chairman of the Nomination Panel not later than six months before the General Assembly. The Chairman of the Panel shall furnish each Nomination Group with the names of candidates appropriate to each Scientific Commission. On the basis of available nominations from the National Committees and respective Scientific Commissions each Nomination Group shall then prepare a list of candidates for Scientific Commission officers. The preparation of the list shall be done in consultation with the Panel Chairman.

The nominations for Commission officers shall follow the same procedure as that for the Bureau officers (Article 6) except that the nominee for President-Elect may be a candidate for more than one office.

The voting on this list shall be by the Plenary Administrative Session of the Scientific Commissions or by mail according to Article 7.2 of the Statutes. The results shall be given to the Chairman of the Nomination Panel who shall draw up a list of Scientific Commission Officers to be announced at a Plenary Session of the Association in Administrative Session.

6.2. The list of candidates for Association and Commission Officers shall normally contain more than one name for each office. The Chairman of the Nomination Panel shall distribute the list to the National Committees at least three months before an IUGG General Assembly.

The list submitted for voting shall include both the candidates proposed and the names of all the other nominees submitted.

6.3. Voting on the list of candidates for both Association and Scientific Commission officers shall be done by secret ballot. To be elected, each candidate must obtain a simple majority of votes. For those offices not filled in the first round of voting, a second round shall be held on the two highest ranking candidates of the first round. In the case of a draw in the second round, the President shall decide

NATIONAL COMMITTEES

7. The National Committees or the National Representatives shall disseminate information on the Association within their countries and shall solicit papers for symposia or for publication in the Hydrological Sciences Journal.
8. National Committees shall be invited to present their views on hydrological and water resources research and on matters relating to the management of the Association to the Bureau and the Plenary Sessions, as a contribution to the discussion on future activities of the Association.
9. Where the National Committee for IAHS has not appointed or designated a person or persons to cast its vote as specified by the Statutes in the Plenary Session or at a meeting of a Scientific Commission or other committee, the delegates present are invited to select one of their number for this purpose.
10. The Association should encourage the formation of National Committees for hydrology in all countries that adhere to the Union. Where such National Committees do not exist, de facto or de jure delegates who have attended General Assemblies and symposia of IAHS are invited to petition the National Committee for IUGG to form a national group for discussion of questions before IAHS or its Scientific Commissions or to designate delegations to a General Assembly.
11. National Committees shall designate a delegate to the Plenary Sessions of the Association and each of the Scientific Commissions. The names of such delegates should be given to the Secretary of the pertinent body at least one day in advance of any Administrative Session.

AGENDA, SYMPOSIA AND PUBLICATIONS

12. The Bureau of the Association shall organize the agenda for the Plenary Sessions of the Association.
13. Suggestions for the agenda of the Plenary Session of the Association must reach the Secretary General at least three months before the date of the meeting. However, a question which has not been placed on the agenda may be discussed if a proposal to that effect be approved by two-thirds of the votes of the delegates to the Plenary Session.
14. A Scientific Assembly may be held once during the four-year period between the General Assemblies of IUGG.

Guidelines for organizing symposia

15. Symposia for which the Association has primary responsibility (referred to as IAHS symposia in this By-law) should meet the following conditions and be accepted by the Bureau:
 - (i) a subject having an important role in the development of hydrology;
 - (ii) proposed by a National Committee or by officers of the Association or of its Scientific Commissions;
 - (iii) a member country expressing readiness to serve as host and presenting evidence of adequate support.
- 15.1. IAHS symposia (with subject outline) should be announced by the Secretary General not later than 18 months before the date of the symposium, by post to each National Committee and published in the Journal of the Association.
- 15.2. IAHS symposia are organized jointly with a relevant organization of the host country and may be supported by or organized in collaboration with other international organizations. Preference shall be given to those symposia where there is evidence of adequate national support.

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15.3. The Association may support or take partial responsibility in symposia of other international organizations according to arrangements formulated through exchange of correspondence and approved by the Bureau.

16. The Editor is authorized to arrange for the publication of a periodic Journal to provide a line of communication with the National Committees and with the world hydrological community.

GENERAL

17. Scientific Commissions, Panels, Working Groups and the International Association of Hydrological Sciences Limited shall account to the Treasurer in January of each year on all funds received from the Association and from other sources for their activities and disbursed by them during the preceding year.

18. Corporate Subscribers: The Bureau of the Association is authorized to accept institutions with an interest in hydrology as Corporate Subscribers who, for an annual fee established by the Bureau, shall be entitled to receive a copy of each Journal published by the Association, a 20% discount on any IAHS publication other than the Journal, copies of all notices and information circulars, and to a listing in the Journal.

19. The President may invite representatives of the UN specialized agencies or other observers, advisors or consultants to attend Plenary Sessions or meetings of the Bureau, with voice but without vote.

20. The legal domicile of the Association shall be established by the Bureau.

21. The Secretary General shall publish the Statutes and Bye-laws at least once in each period between General Assemblies of the IUGG.

22. The Secretary General keeps a list of hydrologists who are willing and qualified to participate actively in the work of the Association. These hydrologists are designated as Individual Members of IAHS. The Secretary General will notify the Secretaries of the Scientific Commissions of the Individual Members interested in their respective Commission.

**STATUTES AND BY-LAWS OF THE INTERNATIONAL ASSOCIATION OF
METEOROLOGY AND ATMOSPHERIC SCIENCES**

(Revised July 2011, XXV IUGG General Assembly, Melbourne, Australia)

STATUTES

Statute I - Objectives of the Association

1. The objectives of the International Association of Meteorology and Atmospheric Sciences (IAMAS), hereafter the Association, are:

- 1.1. To promote study of the sciences of the atmospheres of the Earth and other celestial bodies, and of the interactions of the Earth's atmosphere with society and with other components of the Earth system.
- 1.2. To initiate, encourage, facilitate, and coordinate international cooperation in scientific research.
- 1.3. To stimulate discussion, presentation and publication of scientific results.
- 1.4. To facilitate the education, development, and participation of early career scientists and atmospheric scientists from countries with low per-capita GDP (hereafter referred to as resource-limited countries) in international scientific assemblies and conferences.
- 1.5. To recognize leading scientific accomplishments and scientists.
- 1.6. To promote communication about the atmospheric sciences within and across the international scientific community.
- 1.7. To convey the collective views of the atmospheric science community to other organizations.
- 1.8. To promote public education and awareness of the role and importance of the atmosphere and atmospheric sciences.

In pursuit of all of its activities, the aim of the Association is to further the advancement of atmospheric sciences in a strictly non-partisan and non-profit manner.

Statute II - Membership in the Association

2. Membership in the Association is of three forms: (1) National Members, (2) Individual Members, and Affiliate Members.

- 2.1. National (or Adhering) Members of the Association are the Member Countries of the International Union of Geodesy and Geophysics (IUGG), hereafter referred to as the Union. All countries that adhere to the Union are National (Adhering) Members of the Association and are qualified to appoint delegates to the Association's General Assemblies.
 - 2.1.1. Consistent with the Statutes of the Union, a nation's Adhering Body may be either its principal scientific Academy, its National Research Council, or any other institution or association of institutions, whether non-governmental or governmental, that can represent the geodetic and geophysical activities of the adhering country.
 - 2.1.2. Both Adhering (or Member) Countries of the Union and Countries in Associate status with the Union (i.e., countries not participating financially with the Union) are qualified to appoint delegates to the General Assemblies (see Statute IV) of the Association. However, consistent with Union, National Members in Associate status with the Union have restricted rights of participation in some of the Association's activities (e.g., see Statute XI, Article 26.1, and By-Law I, Paragraph 2).

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- 2.1.3. National Members of the Association may participate in the governance and activities of the Association through a number of mechanisms, including directly through their National Committee for the Union, through a National Committee (or Sub-Committee) for the Association, or by appointing a National Delegate to (or National Correspondent with) the Association.
- 2.1.4. The general duties and responsibilities of the National Members include: selection of a Delegate to represent their nation at General Assemblies of the Association; participation in the nomination and election of capable and effective officers of the Association; oversight and promotion of the interests and success of the Association; approval of the financing of the Association; and, along with the officers and members of the Association and its Commissions, promotion of the advancement of meteorology and atmospheric sciences in their country and throughout the world.
- 2.1.5. National Members have the opportunity and responsibility to present proposals to host General and Scientific Assemblies and other meetings associated with the Association and its Commissions.
- 2.1.6. The Secretary General (see Statute IX) shall be the primary contact point with the Association's National Members, including communicating with them about the upcoming meetings and activities of the Association, and responding to their requests and queries.
- 2.2. Scientific Members of the Association are individual scientists with primary interests in meteorology and atmospheric sciences who are or have been an officer of the Association, a National Delegate attending a General Assembly of the Association, an officer or member of a Scientific Commission or other scientific entity sponsored by IAMAS, awarded honorary membership, or whose application to the Secretary General to be included as a Scientific Member of IAMAS has been approved by the Bureau of the Association.
 - 2.2.1. Applications for admission as Scientific Members should include a brief summary of the applicant's education, scientific research, and publications in the field of atmospheric sciences and a statement indicating the interest in and efforts to promote the objectives of the Association. Approval should be granted based on an indication that the applicant is of the caliber of those who would be approved to present a paper at a Scientific Assembly of the Association.
 - 2.2.2. The Secretary General shall keep a listing of the Scientific Members of the Association. The initial list of members shall be created from the listing of past officers of the Association, of the officers and members of the Scientific Commissions, and National Delegates that have attended the General Assemblies of the Association.
 - 2.2.3. There is no fee for being a Scientific Member of the Association. Membership shall be for life unless a resignation from the Scientific Member is received or membership is revoked by a two-thirds vote of those present at a regular meeting of the Executive Committee or of all Executive Committee members if the vote is taken by electronic means.
 - 2.2.4. Scientific Members are able to participate in the Association through a number of mechanisms, including participation in the Scientific Assemblies (see Statute V), serving as officers of the Association (see Statute VI), serving as members and officers of the Scientific Commissions and Joint Scientific Committees, voting on resolutions of the Association dealing with scientific matters, submitting nominations for officers of the Association, and otherwise contributing to the objectives of the Association.
 - 2.2.5. Scientific Members of the Association and activities in which they participate may be recognized by the Association for their contributions and accomplishments, as provided for in By-Law IV.
- 2.3. Affiliate Members are other scientific or professional organizations at the international, regional, or national level that are involved in study of the atmosphere, helping to educate the public about

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the atmosphere, or otherwise promoting the objectives of IAMAS, and that have been admitted to Affiliate membership by the General Assembly of the Association.

- 2.3.1. Affiliate Members are not permitted to vote on administrative or scientific matters coming before the Association, but may join with the Association in activities to promote the objectives of the Association and may be invited to make presentations before bodies of the Association, including the General Assembly.

Statute III - Time Schedule of the Association

3. The fundamental time interval for the Association is a 'period,' which is defined as the interval elapsing between the conclusion of the final Plenary Session of the Association at one Ordinary General Assembly (see Statute IV) and the conclusion of the final Plenary Session of the Association at the succeeding Ordinary General Assembly. This interval is generally four years.

Statute IV - General Assemblies of the Association

4. Representatives of the National Members of the Association will meet regularly to conduct the business of the Association in Ordinary General Assembly. The Association's Ordinary General Assembly will normally be at the time and place of the Ordinary General Assembly of the Union.

- 4.1. The General Assembly of the Association will be composed of Delegates appointed by the National Committees of the National Member countries (see Statute II). These appointments will be brought to the notice of the Bureau officially before the opening of the first Plenary Session of the General Assembly. The National Committees will designate the particular National Delegate who, in case of voting by countries, will hold the right to vote for their country. A quorum shall be considered present with the attendance, in person or by proxy, of at least three of the elected officers and Delegates from a minimum of at least 10% of the Member Countries of the Union (excluding members in Associate status).
- 4.2. The agenda of a Plenary Session of a General Assembly of the Association will be determined by the Bureau (see Statute VIII), which will have previously invited the National Committees of the IUGG Adhering Countries to submit proposed topics for consideration. This agenda will be communicated to the Committees at least four months before the opening of the General Assembly. Questions not contained in the agenda may be considered during the sessions only with the agreement of at least half of the countries represented, or of the Delegates present at the General Assembly, accordingly, as the question is administrative (including financial) or scientific.
- 4.3. The Bureau will have the responsibility for preparing the schedule of business for the General Assembly. In general, an opening Plenary Session will be held near the start of the General Assembly to cover business matters of the Association including: to hear the reports of the President and Secretary General, to consider for approval the decisions and actions of the officers and committees of the Association, to receive nominations for Officers and Members of the Executive Committee, to agree on appointment of appropriate committees to function during the General Assembly, to hear proposals from Delegates of Member Countries to host upcoming Scientific Assemblies (see Statute V), and to hear presentations of reports from at least some of the Scientific Commissions, as may be appropriate at the first plenary. A second plenary session will be held towards the close of the General Assembly, during which financial reports will be made, remaining reports of the Scientific Commissions will be heard, resolutions or recommendations will be decided (see By-Law V for the procedure for considering and approving resolutions), elections will be held, and other appropriate business conducted.
- 4.4. The General Assembly is responsible for hearing a report from the Executive Committee on the status of the Scientific Commissions, and for, if necessary, amending and/or acting on any recommendations, including changes in the objectives and continuation, establishment, or termination of any of the Scientific Commissions. The General Assembly will also consider the establishment, continuation and termination of any Joint Scientific Committees that have been established.

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- 4.5. By vote of the National Delegates, the General Assembly may, at its discretion, propose, enact, modify, and/or amend By-Laws defining Association procedures. This responsibility includes consideration of any amendments or new By-Laws proposed or approved on an interim basis by the Executive Committee over the preceding period.
 - 4.6. At the General Assembly, both National Delegates and Individual Members that are present will have the right to vote on resolutions and issues of scientific interest. Voting is expected to be on the basis of each individual's scientific knowledge and understanding.
 - 4.7. In the election of Officers of the Association and on administration matters without financial implications, voting by National Delegates at the General Assembly will be by country and each country will have one vote, subject to the condition that the country will have paid its subscription to the Union up to the end of the year preceding the voting.
 - 4.8. On financial questions, and particularly with respect to the budget of the Association for the period from the January 1 following the General Assembly to the December 31 following the next General Assembly, voting at the General Assembly will be by country, provided that the country will have paid its subscription up to the end of the year preceding the voting. The number of votes assigned to each country will be one greater than the number of its category of membership in the Union. In case of doubt as to which class a question belongs, and in all cases of equality of votes on a question, the decision will rest with the President or Presiding Officer.
 - 4.9. In the event that a designated National Delegate from a country cannot be present for voting, the National Delegate from that nation may in writing designate a Delegate from another country to cast the vote(s) on behalf of the country of the aforementioned National Delegate. No designated Delegate may represent more than two countries in addition to their own.
 - 4.10. A National Member country not represented by a National Delegate may, by post or in a printable electronic form, forward its vote on any specific agenda question that has been distributed in advance. The postal or electronically provided ballot must be received by the Bureau in advance of the Plenary Session in which the voting takes place.
 - 4.11. The decision on all voting matters will be by simple majority of those Delegates or those countries present, including votes received by post or in a printable electronic form, counting for the purpose of determining a majority only those votes cast for or against a particular matter. In case of a tie vote, that of the President or Presiding Officer will decide.
 - 4.12. Except as indicated in the Statutes and By-Laws, conduct of IAMAS meetings shall be conducted according to Robert's Rules of Order, Newly Revised.
5. If the need should arise, the President of the Association, with the concurrence of the Executive Committee, may convene an Extraordinary General Assembly of the Association, during the interval between two Ordinary General Assemblies of the Union. Delegates to an Extraordinary General Assembly will have the same powers and be subject to the same rules as the Ordinary General Assemblies.
- 5.1. An Extraordinary General Assembly must also be convened by the President upon the request of at least half of the National Members.
 - 5.2. If the date and place of such an Extraordinary General Assembly have not been agreed upon during the preceding Extraordinary or Ordinary General Assembly, that will be determined by the Executive Committee of the Association and communicated to the National Member countries at least six months in advance. The date and time will at the same time be communicated to the bureaus of the Union and its constituent Associations.
6. Ordinary and Extraordinary General Assemblies will be open to the public. All interested scientists may participate in the discussions, and may take the floor after being recognized by the President or Presiding Officer, whether those scientists be formally accredited Delegates or not, and whether they are from National Member countries or not. However, voting will be conducted according to the procedures outlined in Article 4 above.

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Statute V - Scientific Assemblies of the Association

7. The Association may, upon decision taken at an Ordinary or Extraordinary General Assembly, organize and conduct Scientific Assemblies.

- 7.1. The Association will organize Scientific Assemblies in cooperation with other associations of the Union to coincide with the Ordinary General Assemblies of the Union and the Association.
- 7.2. The Association may organize and conduct Scientific Assemblies at times other than the General Assemblies of the Union. These Scientific Assemblies may be arranged by the Association alone, or they may be held jointly with other Associations of the Union, with other bodies of the International Council of Science, or in cooperation with international organizations or research programmes.
- 7.3. Plans for such Scientific Assemblies will be communicated to the National and Scientific Members of the Association and to the bureaus of the Union and its constituent Associations at least six months in advance.
- 7.4. Proposals of National Members to host a Scientific Assembly will normally be made to the Executive Committee at least four years prior to the intended Assembly, where a proposal may receive preliminary approval. Formal approval to hold a Scientific Assembly separate from the Union's General Assembly would normally be at the Ordinary General Assembly prior to the Scientific Assembly.
- 7.5. Financial responsibility for Scientific Assemblies held separately from the Union General Assembly must be accepted by the proposing National Member Country. The host country has responsibility for preparing the budget for the Scientific Assembly, the solicitation of supporting funds, and for any shortfall or surplus resulting from the conduct of the Scientific Assembly. The host Country also has authority to set the registration fee for the Assembly (including provisions for reduced rates for students or other special categories), subject to approval of the Bureau and the addition of any IAMAS fee (e.g., head tax).
- 7.6. IAMAS will participate in overall support for the Assembly by contributing to the costs for travel, lodging, and/or registration for selected early career scientists and atmospheric scientists from resource-limited countries who have applied for support by the announced procedure to the Association. The Association may also advance funds to cover organizing and preparatory costs for the Scientific Assembly, with reimbursement made following the Scientific Assembly. In the event that the Scientific Assembly generates a surplus, any contribution to the Association (e.g., by rebating all or part of the contribution to the support for participation of qualifying scientists) will be used to augment support for qualifying scientists to participate in following Scientific Assemblies.
- 7.7. Preparation of the scientific programme is the responsibility of the Executive Committee, assisted by a representative of the host country (see Statute X).
- 7.8. The Association may set a fee (head tax) for participation of scientists at Scientific Assemblies. The funds collected are to be deposited in the general bank account of the Association and used in support of the conduct of the Assembly, including especially the enhancement of participation by scientists from resource-limited countries.

Statute VI – Officers of the Association

8. The Officers of the Association will include a President, two Vice-Presidents, a Secretary General, and five Members-at-Large. By the Statutes of the Union, the elected Officers of the Association must be from National Member countries (i.e., Adhering Countries that are up-to-date on their dues). Officers of the Association will be chosen, as far as is possible, on the basis of competence, experience, scientific specialty, gender, and geographical coverage. No elected officer of IAMAS may simultaneously serve as an officer of the Scientific Commissions.

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- 8.1. The President will be elected at the final Plenary Session of each Ordinary General Assembly (see Statute IV). The term of office for the position of President will be for one period (see Statute III), and the individual serving will not be eligible for re-election.
 - 8.1.1. If the office of the President becomes vacant between two Ordinary General Assemblies, the senior Vice-President will become President. In the event that the two Vice-Presidents are equal in seniority (i.e., each having been elected for the first time at the same Ordinary General Assembly), the Executive Committee will decide which Vice-President will become President.
- 8.2. Two Vice-Presidents will be elected at the final Plenary Session of each Ordinary General Assembly. Their terms of office will be for one period. They will be eligible for immediate re-election, but only for one additional period.
 - 8.2.1. If one or both offices of the Vice President become vacant between two Ordinary General Assemblies, the Executive Committee may decide to elevate a Member-at-Large to the Office of Vice President.
- 8.3. The Secretary General, who also serves as the Treasurer, will be elected at the final Plenary Session of each Ordinary General Assembly except when the office holder is completing their first period of service. The initial term of office of the Secretary General will be for two periods. A Secretary General completing their first term will be eligible for immediate re-election, but only for one additional period.
 - 8.3.1. If the office of the Secretary General becomes vacant between two Ordinary General Assemblies, a Secretary General will be nominated by the President to occupy the office until the next Ordinary or Extra-ordinary General Assembly. In the event of election at an Extraordinary General Assembly, the initial term of the office will consequently be somewhat shorter than two full periods.
 - 8.3.2. At the conclusion of the service of a Secretary General, the Bureau may appoint the individual for a term of no more than nine months as a special Deputy Secretary General in order to assist the incoming Secretary General in completing the financial matters pertaining to: (a) the General and Scientific Assemblies at which the term of the Secretary General ended, (b) the full calendar year of the assemblies, and (c) transfer of the location of the Secretariat.
- 8.4. Five Members-at-Large, each from a different National Member country (see By-Law I for an interpretation of this provision), will also be elected as officers of the Association. Their term of office will be for two periods, with their terms of office staggered so that at least two positions are up for election at the final Plenary Session of each Ordinary General Assembly. Members-at-Large will not be eligible for immediate re-election.
 - 8.4.1. If a vacancy occurs among the Members-at-Large, a replacement will be chosen by the General Assembly in the course of the next appropriate Plenary Session, for a period which will expire at the time when the member Member-at-Large so replaced would have terminated his/her office.

Statute VII - Components of the Association

9. The internal organization of the Association shall consist of the following organs, each defined in succeeding Statutes:
 - 9.1. The Bureau (see Statute VIII).
 - 9.2. The Secretariat and Seat of the Association (see Statute IX).
 - 9.3. The Executive Committee (see Statute X).
 - 9.4. The Scientific Commissions (see Statute XI).

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9.5. The Joint Scientific Committees (see Statute XII).

10. All officers and members of the Bureau, the Secretariat, the Executive Committee, the Scientific Commissions, and the Joint Scientific Committees serve on a voluntary basis without receiving a salary or honorarium from the Association.

Statute VIII - The Bureau

11. The Bureau is chaired by the President, and also includes the two Vice-Presidents and the Secretary General. The Bureau of the Association will, on a continuing basis and as necessary, direct and coordinate all scientific and related activities of the Association in the interval between Ordinary General Assemblies. Critical responsibilities include:

11.1. Preparation of the agendas for General Assemblies of the Association, as indicated in Article 4.2.

11.2. Promoting understanding of meteorology and atmospheric sciences in accord with the objectives of the Association.

11.3. Promoting the development of the theme and the scientific programme of the Scientific Assemblies convened by the Association.

11.4. Encouraging the development of proposals for the convening of future Scientific Assemblies.

11.5. Promoting the recognition of leading scientists and leading scientific accomplishments within the scope of the Association's activities. Awards and other recognitions may be made pursuant to the procedures described in By-Law IV.

11.6. In the event of significant disagreements or of concerns about possible malfeasance in the conduct of the Association's affairs among members of the Bureau, the matters shall be referred to the Executive Committee, which shall have authority for determining appropriate actions, up to and including reassigning responsibilities for the financial and other actions of the Association and referral to the General Assembly of a recommendation for removal of any of the officers of the Association.

12. The President, with input from and, as necessary, assisted by the other members of the Bureau, has responsibility for the following:

12.1. Presiding at General Assemblies of the Association.

12.2. Serving as Chair of the Executive Committee.

12.3. Serving as the IAMAS representative on the Executive Committee of the Union.

12.4. With concurrence of the Executive Committee, appointing atmospheric scientists to serve as the scientific liaisons from IAMAS to Joint Scientific Committees and appropriate international scientific and governmental organizations. Normally those appointed will be members of the Executive Committee or the Scientific Commissions. Organizations to which IAMAS officers and Scientific Members currently make appointments are listed in By-Law VI.

12.5. Working with the Secretary General to expedite the activities and operations of the Association.

13. The Vice-Presidents of the Association, with input from and, as necessary, assisted by other officers of the Association and Scientific Commissions, have lead responsibility for:

13.1. The Vice Presidents, in priority senior to junior in terms of date of election, shall act in place of the President whenever the President is not present or is unable to perform the duties of the President.

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- 13.2. The Vice Presidents, consistent with their capabilities and interests, shall carry out activities assigned to them by the President and the Bureau. Among those meriting their specific participation, as appropriate with other members of the Bureau, are:
 - 13.2.1. Development, organization, and implementation of education and outreach activities of the Association.
 - 13.2.2. Monitoring and reporting to the Bureau on the activities of the Scientific Commissions and Joint Scientific Committees.
 - 13.3.3. Annual or more frequent reviews of the finances of the Association.
 - 13.3.4. Other activities as assigned by the President, Bureau, or Executive Committee.

Statute IX – Secretariat and Seat of the Organization

14. The Secretary General establishes the Secretariat and the legal seat of the Association, which shall normally coincide with the location of employment and/or residence of the Secretary General.

14.1. To the extent possible, support for the direct and indirect costs of the Secretary General and of the office for the Secretariat are expected to be covered by the hosting nation.

15. The Secretary General is responsible for expediting the current business of the Association in cooperation with the President of the Association. The Secretary General has primary responsibility for:

- 15.1. Management of the affairs of the Association, including responsibility for the official communications of the Association with the Union, with Members of the Association, and with other scientific bodies.
- 15.2. Management of the financial resources of the Association in accord with best practices for non-profit organizations. Management of the financial resources will be understood to include:
 - 15.2.1. The right to open both checking and savings accounts in the name of the Association. Both the President and Secretary General shall have individual signing authority.
 - 15.2.2. Subject to the Association's budget, the authority to accept and disperse funds in the conduct of the Association's business.
 - 15.2.3. Based on decisions of the Association, the responsibility for awarding funding for expenses (but not salaries or other personal remuneration) to the Scientific Commissions and Joint Scientific Committees and monitoring their expenditures based on procedures recommended by the Secretary General and approved by the Executive Committee.
 - 15.2.4. The costs of operating the office, including consumables, costs of publications, purchase and maintenance of office equipment, expenses of correspondence, postage and shipping, incidental expenses, and, with the approval of the Bureau, costs of necessary computational and office equipment and, with approval of the Executive Committee, rental for the office of the Secretariat if not provided by the host organization or nation. Borrowing, purchase, and disposal of Association equipment should be carried through for the benefit of the Association.
 - 15.2.5. The responsibility for sustaining a Contingency Fund to be used to ensure the continuity of IAMAS through at least one period at a restricted funding level in the event of high-consequence financial contingencies that might arise and seriously impact the income of the Association. The amount to maintain shall be approved as a component of the draft budget, and the distribution of a contingency expenditure should be considered by the Executive Committee upon recommendation of the Bureau.
 - 15.2.6. Responsibility for soliciting applications and making awards for travel, lodging, and/or registration to Scientific Assemblies of the Association to deserving early career scientists and atmospheric scientists from resource-limited countries.
 - 15.2.7. To the extent not covered by their home countries or other organizations and within the limits of the approved budget, authority to cover the travel, lodging, meal, and communication expenses that are necessary for the President and the Secretary General to conduct the official business of the Association. Travel and lodging costs for other members

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of the Executive Committee may be paid provided that: (a) participation is in connection with meetings or other events on specific Association business; (b) when those concerned represent the Association and not National Member countries or other organizations; and (c) in special cases where those concerned cannot draw proper allocations from their own national sources and it is especially important for the Association to be represented. Such payments may cover traveling costs and a reasonable contribution to other expenses.

- 15.2.8. The responsibility to report on the income, expenses, and financial condition of the Association to the Ordinary General Assembly of the Association and the Union, comprising in particular, a statement of receipts, expenditures assets, and liabilities of the Association for the period from the first of the January prior to the preceding Ordinary General Assembly, to the thirty-first of the December prior to the current General Assembly (i.e., the financial year being from January 1 through December 31).
 - 15.2.9. Preparation of a draft budget (estimate of expected income and expenses) for the Association for the financial years up to that of the next Ordinary General Assembly.
 - 15.2.10. To seek approval of the Bureau and Members-at-Large for any expenditure that would lead to a significant exceedance (i.e., by more than 20% or \$5000, whichever is less) of the approved budget of the Association. On the initiative of any two of the members of the Bureau and the Members-at-Large, the decision may be appealed to the Executive Committee.
- 15.3. Administrative, financial, and logistical support of the General and Scientific Assemblies of the Association, including maintaining the roster of National, Scientific, and Affiliate Members of the Association, and acceptance of and action on letters of application to become Scientific and Affiliate Members of the Association.
 - 15.4. Administrative, financial and logistical support and arrangements for General and Scientific Assemblies, including fulfillment of the decisions of the Association at General Assemblies. In addition, the Secretary General, in support of the Executive Committee, shall coordinate organization of the scientific programme for the Scientific Assemblies (see Statute V).
 - 15.5. Administrative, financial, and logistical support, as necessary, for the Bureau, the Commissions, and the Joint Scientific Committees.
 - 15.6. Preparation, printing, and distribution of publications of the Association, including newsletters, reports and other documentation.
 - 15.7 Maintenance of the presence of the Association on the Web and other electronic media.
 - 15.8. Maintaining the financial and historical records of the Association.
 - 15.9. Undertaking other activities in support of the objectives of the Association as they may be assigned by the Bureau or Executive Committee and that are within the budget of the Association.
16. The Bureau together with the Members-at-Large may, at their discretion, appoint a Deputy Secretary General, who would be assigned specific functions of the Secretariat and also share duties with the Secretary General. The term of the appointment would be for the same interval as for the Secretary General. The Deputy Secretary General would report to the Secretary General and be an ex officio member of the Bureau. Normally the Deputy Secretary General will be from an area of science complementary to that of the Secretary General.
 17. The Secretary General may, with the approval of the Bureau, appoint an Assistant Secretary General, normally resident in the same general geographical area as the Secretary General. The period of the appointment would be at the discretion of the Secretary General, but not to exceed the term of the Secretary General. The Assistant Secretary General would be expected to:
 - 17.1. Become familiar with the routine operations of the Secretariat.
 - 17.2. Have signing authority (together with the President and Secretary General) for cheques on the Association bank account, only to be used on written instruction from the President or Secretary General.

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17.3. Assist the Secretary General as appropriate.

Statute X – Executive Committee

18. The Executive Committee will be composed of the members of the Bureau, the five elected Members-at-Large, the Presidents of the Commissions, and the Past President of the Association.

18.1. The Executive Committee will be chaired by the President of the Association.

19. The President of a Commission may delegate to the Vice President or the Secretary of that Commission the right to participate in a meeting of the Executive Committee if the President cannot do so.

20. The Executive Committee will normally meet at General Assemblies. Meetings of the Executive Committee may also be convened by the Bureau in the interval between two General Assemblies (particularly at Scientific and Extraordinary Assemblies).

20.1. The Executive Committee is responsible for reviewing the objectives of the Scientific Commissions every four years, and making recommendations to the General Assembly for determination of adjustments and status of the Scientific Commissions.

20.2. The Executive Committee may develop, enact, and, without contravening specific changes of the General Assembly, amend or add to the By-Laws establishing procedures of the Association. New and modified By-Laws will come into effect immediately or as provided in their approval; they will also be explicitly considered by the National Members at the succeeding General Assembly.

20.3. The Executive Committee may appoint subcommittees to prepare materials for consideration by the full Executive Committee.

21. The Executive Committee will be consulted by the Bureau, by postal or electronic correspondence, on questions of importance, administrative or scientific, that arise between General Assemblies. With one week's notice by electronic means, meetings of the Executive Committee may be convened between assemblies by electronic means.

22. The Executive Committee has responsibility for appointing a Nominating Committee. The governing procedures for the Nominating Committee are presented in By-Law I.

23. With the organizing support and overall coordination of the Secretary General, the Executive Committee, working also with representatives of the host Country of the Scientific Assembly, is responsible for development of the scientific programme, including IAMAS symposia led by its Scientific Commissions and, as appropriate, joint symposia held with other Associations and Union symposia held in conjunction with General Assemblies of the Union.

24. All decisions of the Executive Committee will be taken by a simple majority vote of those voting. If the votes are equally divided, that of the President will decide.

Statute XI – Scientific Commissions

25. Scientific Commissions for the study of particular aspects of meteorology and atmospheric sciences may be constituted by the General Assembly. The list of approved Scientific Commissions and their scientific scope is maintained in By-Law II.

25.1 The scopes of the Scientific Commissions approved by the General Assembly will be reviewed every four years by the Executive Committee. Recommendations, as appropriate, for changes in the scope or status of a Scientific Commission will be presented at a Plenary Session of each Ordinary General Assembly, which will decide on the continuation of the research and works of each Scientific Commission or on its termination.

25.2 To better fulfill their scope and objectives, each Scientific Commission may formulate and approve their own set of Statutes and/or By-Laws and control their own administration and finances, all subject to the provisions provided in the Statutes, By-Laws, and positions of the

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Association, and as appropriate, of the Union and ICSU. Review of proposed changes by the Bureau of the Association is encouraged.

26. The members of the Scientific Commissions will be scientists with expertise in or closely related to the subject area of the Commission (i.e., Scientific Members of the Association).

26.1 The Scientific Commissions may elect new members by a simple majority vote of the members voting in the election. These members must be from IUGG (i.e., National Member) Adhering Countries. Members may also be appointed from IUGG non-Adhering Countries by the President of a Commission, after consultation with members of the Commission. Due regard should be paid to geographical representation in the composition of the Commissions. The terms of Commission members will normally be for two full periods. The results of membership elections and appointments will be promptly reported to the Secretary General, who will convey the results to the General Assembly.

27. Each Commission will elect a President and a Secretary from among their membership. A Vice President may also be elected if the Commission desires. Their terms of office will normally be for one four year term. They will be eligible for re-election for one additional term. Officers will be from National Member countries, except IUGG Associate Countries.

28. When a new Scientific Commission is constituted, the first President will be appointed by the Executive Committee. The Commission President will invite appropriate scientists to be on the Commission. These appointments will be voted upon by the Commission at its first meeting.

29. The Scientific Commissions should, in general, conduct their elections of officers and members at the times of the Ordinary General Assemblies of the Association. In this case these elections should be held prior to the final Plenary Session of the General Assembly so that the results, along with other business conducted by the Commissions, may be reported to the General Assembly. Alternatively, Commissions may decide to elect their officers at a Commission meeting/symposium that is independent of the Ordinary General Assembly, or by postal or electronic correspondence. The General Assembly will have the right to comment on the work of the Commissions, which the Commissions may wish to consider at subsequent business sessions.

30. The Scientific Commissions may meet, organize conferences, and have symposia when convened by their President outside the meetings of the General and Scientific Assemblies of the Association. Such activities may be arranged jointly between interested Commissions, or jointly with other appropriate bodies of the IUGG or International Council of Science (ICSU), or with other relevant organizations (e.g., the World Meteorological Organization).

31. A Scientific Commission may, at the discretion of its President and, as appropriate, in cooperation with other scientific bodies, appoint Sub-Commissions, Committees, Working Groups, Scientific Steering Committees or other similar panels to undertake planning and conduct of research activities or programmes designed to enhance scientific understanding of relevant aspects of meteorology and atmospheric and related sciences. The members of such sub-bodies need not be members of the Commission. They should be appointed by the President of the Commission, after due consultation with members of the Commission. Findings or recommendations of such sub-bodies must be approved by the parent Commission or an equivalent independent body or process before promulgation. In addition to reporting on their own activities, Commissions have an obligation to periodically report to the Association on the arrangements and findings from cooperative activities with other organizations.

32. All decisions of Commissions will be taken by a simple majority of votes of the members voting (individual votes). In case of equal votes for and against, that of the President will decide.

33. Each Scientific Commission should have an officer responsible for its financial affairs. The Association may make financial awards to Scientific Commissions in support of their activities and symposia. In accepting funds from the Association or any other source, the Scientific Commissions agree to provide financial statements to the Association no less often than every two years, at the direction of the Secretary General. In addition, the Scientific Commissions agree that, by vote of the Executive Committee, they will cooperate with the Secretary General or an individual or committee appointed by the Secretary General in review and examination of their finances.

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- 33.1. In the event of the termination of a Scientific Commission, any assets and balances in its account(s) will be turned over to the Association.

Statute XII – Joint Scientific Committees

34. Joint Scientific Committees (which also include entities that may be named Joint or Inter-Association Commissions or Working Groups, etc.) between the Association and other Associations on scientific questions of mutual interest may be constituted by the Associations concerned, acting directly in cooperation with the other Associations or through the Union. In the case of IAMAS, formal approval of Joint Scientific Committees or similarly named entities will be confirmed by a General Assembly, although approval in principle may be granted at an earlier date by the Executive Committee. The list of approved Joint Scientific Committees and their scientific scope is maintained in By-Law III.

- 34.1. With the concurrence of the Executive Committee, adjustments in the policies and rules governing the operation of Joint Scientific Committees may be made to ensure concurrence with the policies and rules of other organizations that are co-sponsoring the Joint Scientific Committee.

35. The members of Joint Scientific Committees will be expert scientists nominated by the respective Associations, each of which will normally nominate the same number of members.

36. The Joint Scientific Committees may propose new members whose nomination must be ratified by the respective Associations at the occasion of their General Assembly. The term of office of members will be for one period. They will be eligible for re-appointment.

37. Each Joint Scientific Committee will elect a President and Secretary who will not both have been appointed by the same Association, and whose term of office will be for one period. They will be eligible for re-election for one additional period.

38. The Joint Scientific Committees will formulate their programme of work and will organize their meetings, insofar as possible, during the course of the sessions of the General Assembly of the Union. The proceedings of the Joint Scientific Committees will be appended to the minutes of the Associations concerned.

- 38.1. The Joint Scientific Committees may meet when convened by their President outside the meetings of the General or Scientific Assemblies, on condition that the bureaus of the respective Associations are advised beforehand. They may meet at the same time as related Commissions or Joint Scientific Committees constituted by other Associations of the Union or by other Unions, in order to study and resolve together problems which interest more than one Association of the Union or more than one Union.

39. Requests from a Joint Scientific Committee for financial support must be presented and supported by the Associations concerned.

40. Every Joint Scientific Committee may refer in a consultative capacity to experts who are not members of the Joint Scientific Committee.

41. All decisions of Joint Scientific Committees will be taken by a simple majority of votes of the members present (individual votes). In case of equal votes for and against, that of the President will decide.

42. The IAMAS Executive Committee will review the continued participation of IAMAS in each Joint Scientific Committee at each Ordinary General Assembly.

Statute XIII – Financial Arrangements

43. The Secretary General is responsible for the financial operations of the Association (see Statute IX, Article 15.2).

- 43.1 The financial year of the Association is the calendar year, and the budget period is four calendar years.

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44. At least two months prior to the General Assembly, the President shall appoint a Finance Committee consisting of up to three members, not more than one of which is on the Executive Committee and at least one of which will be a Delegate from a National Member country. Prior to the first Plenary Session of the upcoming General Assembly, the Finance Committee, with the cooperation of the Secretary General, shall examine the budget and the accounts for the years since the prior General Assembly (including a provisional estimate of income and expenditures for the current year). The Committee will also examine and offer comments on the draft financial summaries and the draft budget for the ensuing period that the Secretary General is called upon to prepare for consideration at the General Assembly. At the first plenary session General Assembly, the Finance Committee will offer its findings and recommendations. The General Assembly and/or the Finance Committee may request that further examination of the accounts be conducted and/or that the accounts be audited by a qualified accountant, with follow-up to be carried through by the Executive Committee.

45. The Association will draw its resources from several sources, including that part of the subscriptions of the National Member countries that is allotted to the Association by the Union. To this income may be added other receipts from, for example, the sale of publications, interest on bank accounts, contributions made by other interested organizations to support symposia or other meetings, and a share of the registration fees at Assemblies (e.g., head tax).

46. The income will be assigned in the first place for the payment of the expenses of the Secretariat, the maintenance of the Contingency Fund, and support for the conduct of scientific meetings, as enumerated in Article 15.2.

47. Upon application to the Secretariat and approval of the Bureau, the balance of receipts will be devoted primarily to grants to support the success of scientific symposia or special meetings. As far as possible, funds are expected to be used to contribute to the participation of early career scientists and atmospheric scientists from resource-limited countries who cannot obtain adequate travel allocations from other sources and who desire to come to General or Scientific Assemblies of the Association and/or its Scientific Commissions and Joint Scientific Committees. In general, it will be expected that such participants will obtain partial support from the Association's funds with the balance coming from national or other sources.

48. Unless provided for specifically by the General Assembly, Association resources are not to be used to fund honoraria for speakers at symposia and other events.

Statute XIV – Dissolution of the Association

49. If the Association should be dissolved, its financial assets will fully revert to a non-profit association for the atmospheric sciences (e.g., a national meteorological society) or the appropriate national adhering body of the Union of the country where the current Secretary General resides. The receiving national association shall pass the financial assets on to the Union to be used exclusively for the continuation of scientific and educational activities, such as the organization of scientific meetings and symposia, the dissemination of scientific information, and the coordination of international research activities.

Statute XV – Changes in the Statutes of the Association

50. Only National Member countries, members of the Executive Committee, including ex officio members, and officers of the Scientific Commissions may propose changes to any article in these Statutes and By-Laws. These changes must reach the Secretary General at least six months before the announced date of the General Assembly at which it is to be considered. The Secretary General will notify National Member countries and Executive Committee members of proposed changes at least four months before the General Assembly meeting. Adjustments to the proposed amendments may be announced at the General Assembly before the voting.

51. The Statutes and By-Laws can be modified by a two-thirds vote of the National Delegates present or represented by designation (see Article 4.9) or proxy (see Article 4.10) at a Plenary Session of the General Assembly. Such changes will come into effect at the close of the General Assembly at which they are approved.

Statute XVI – Official Languages of the Association

52. The Association will observe the official languages recognized by the Union, namely English and French. Documents, reports, and abstracts of presentations may be submitted for presentation or publication in either of these languages.

53. For the interpretation of the Statutes, the English text shall be considered authoritative.

BY-LAWS

By-Law I – Governing Procedures of the Nominating Committee

1. The Executive Committee will appoint a Nominating Committee at the Scientific Assembly two years before a General Assembly. This committee will be responsible for nominating candidates for President, two Vice Presidents, elected members of the Executive Committee, and a Secretary General, when required. The Nominating Committee will consist of a chairperson (the Past-President, if available) and at least two other members plus the President as an ex-officio member, each of whom should be Individual Members of the Association.

2. The Nominating Committee will contact the adhering body of the National Member countries of the Association and the Executive Committee at least six months before the General Assembly and request nominations for the positions indicated above to reach them at least four months before the General Assembly. Individual Members of the Association will also be invited through a Web site posting that they may also submit nominations; any such nomination should be seconded by two additional Individual Members.

3. The Nominating Committee will consider nominees from National Member countries, from Commissions and from Individual Members and may also consider nominations from other sources. The Nominating Committee will prepare a list of nominations for consideration at the General Assembly, and may propose a single slate of candidates. The nominees must be from National Member countries, except Associate Countries (see paragraph 4 for interpretation of this provision). The slate of candidates for office will be communicated to National Member countries and the Executive Committee at least two months before the General Assembly.

4. Recognizing the internationalization of science and the intent of the Statutes to encourage widespread participation in the governance of the Association, this By-Law is included to provide guidelines for the interpretation of the first sentence of Statute 8.4, which states that “Five Members-at-Large, each from a different National Member country, will also be elected as officers of the Association” and Paragraph 3 of By-law I:

4.1. The nation of affiliation of a scientist shall be defined as the nation where the scientist has been and is expected to be primarily based for the greatest number of years over the period from 5 years before the election to 5 years after the election, assuming that a scientist’s affiliation will remain the same unless a prior arrangement is in place.

4.2. In the event that paragraph 4.1 leads to a scientist being affiliated with a nation that is not an Adhering Member of the IUGG in paying status, the basis for national affiliation may be determined by considering the years spent in a member nation where the scientist has held a formal appointment in the 20 years prior to the present appointment.

4.3. In the event that a scientist’s primary affiliation is with an international organization or program office other than in the nation of the scientist’s citizenship or previous research position, the national affiliation may be either the nation where the position is or has been located or the nation of citizenship.

4.4. To the extent possible, not more than two of the members-at-large shall be from the same continent, excluding any scientist primarily affiliated with an international organization.

4.5. In considering the national affiliations of the President, Past President, Secretary General, two Vice-Presidents, and five Members-at-Large, the Nominating Committee should endeavor to ensure that at least four of the world’s continents are represented.

5. Any nominations for President or Secretary General should be accompanied by an indication of available resources for the operation of the respective offices.

6. At the first Plenary Session of the General Assembly the Nominating Committee will, if one is prepared, formally table its slate of candidates. Nominations from the floor for all positions except Secretary General can be made at that time. All nominations require the agreement of the individual to serve if elected. The election will take place during the final Plenary Session of the General Assembly.

By-Law II -- Approved Scientific Commissions

1. The General Assembly approves Scientific Commissions to carry through the Objectives of the Association in specific scientific areas. As described in Statute XI, the continuation and scope of each of these Commissions is to be reviewed at each General Assembly.

2. The following Scientific Commissions have been either accepted (in the case that their formation predates formation of the Association) or established by the General Assembly:

2.1. The International Radiation Commission (IRC). The scope of the IRC encompasses atmospheric radiation and related disciplines. The IRC was founded in 1896 and accepted into IAMAS in 1948.

2.2. The International Ozone Commission (IOC). The scope of the IOC encompasses the amounts, characteristics and processes of ozone in the atmosphere. IOC was originally approved in 1948.

2.3. The International Commission on Clouds and Precipitation (ICCP). The scientific scope of ICCP encompasses the characteristics and processes governing clouds and precipitation in the atmosphere. ICCP was originally approved in 1956.

2.3.1. The Committee on Nucleation and Atmospheric Aerosols is a subcommittee of the ICCP formed in 1966 to bring together scientists covering the following subject areas: nucleation theory and experiment, tropospheric and stratospheric aerosols, cloud drop and ice nucleation, and aerosol-climate interactions.

2.4. The International Commission on Atmospheric Chemistry and Global Pollution (ICACGP). The scientific scope of ICACGP encompasses the chemistry and composition of the atmosphere, especially aspects that contribute to solving the basic societal issues of water supply, food production and human/ecosystem health. ICACGP was originally approved in 1957 as the International Commission on Atmospheric Chemistry and Radioactivity, and renamed in 1971.

2.5. The International Commission on Dynamical Meteorology (ICDM). The scope of the ICDM encompasses dynamical meteorology. ICDM was originally approved in 1967.

2.6. The International Commission on Climate (ICCL). The scientific scope of ICCL encompasses the characteristics, fluctuations, and changes of climate on all time scales, covering the past, present and future. ICCL was originally approved in 1977.

2.7. The International Commission on Planetary Atmospheres and their Evolution (ICPAE). The scope of ICPAE encompasses planetary, cometary and satellite atmospheres and their evolution (including the Earth, when considered as a member of the Solar System). The ICPAE was originally approved in 1977.

2.8. The International Commission on the Middle Atmosphere (ICMA). The scientific scope of ICMA encompasses the middle atmosphere, defined loosely as stretching from the tropopause into the lower thermosphere. The ICMA was originally approved as the International Commission on Meteorology of the Upper in Atmosphere in 1979, and renamed in 1987.

2.9. The International Commission on Atmospheric Electricity (ICAE). The scientific scope of ICAE encompasses electrical phenomena in the atmosphere. ICAE was originally approved in 1989.

2.10. The International Commission on Polar Meteorology (ICPM). The scope of the ICPM encompasses the meteorology and climatology of the Arctic and Antarctic. The ICPM was originally approved in [year to be inserted].

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By-Law III -- Approved Joint Scientific Committees

1. IAMAS approves Joint Scientific Committees to carry through the Objectives of IAMAS in cooperation with other Associations. As described in Statute XII, the continuation and scope of each of these Committees is to be reviewed at each General Assembly.
2. Participation in the following Joint Scientific Committees (names of which can vary based on IUGG conventions) has been concurred in by the Executive Committee and, if so indicated, approved by the IAMAS General Assembly:
 - 2.1. The Committee on Mathematical Geophysics (CMG). The CMG is formally an IUGG Union Commission. The aims of CMG are to encourage exchange of ideas and information in all areas of geophysics, with emphasis on the application of mathematics, statistics and computer science to geophysical problems, and to promote the development and application of mathematical methods and appropriate theoretical techniques for the solution of problems across the complete spectrum of geophysical disciplines. CMG was formed as a Working Group in 1964 and reconstituted as the CMG in 1971.
 - 2.2. The Union Commission on Geophysical Risk and Sustainability (GeoRisk). The scope of GeoRisk encompasses the interaction between hazards, their likelihood and their wider social consequences as a result of the vulnerability of societies. GeoRisk was formed by IUGG in 2000 and approved by IAMAS in 2003.
 - 2.3. The Union Commission for Data and Information (UCDI). The scope of UCDI is to provide a focused and sustainable organizational structure that supports and strengthens IUGG science through integrated scientific information activities. UCDI was established by IUGG in 2008 with Executive Committee concurrence in 2009 (formal IAMAS General Assembly approval pending).
3. The President, with the approval of the Executive Committee, is responsible (as indicated in Statute 12.5) for appointment of members of Joint Scientific Committees who serve on behalf of IAMAS to represent its objectives.

By-Law IV -- Procedures for the Recognition of
Scientific Expertise and Accomplishments

1. The General Assembly has established the following types of recognition of individual scientists (i.e., Scientific Members) and scientific accomplishments. Implementation of these types of awards, including protocols and criteria, is assigned to the Executive Committee, upon recommendation by the Bureau:
 - 1.1. Recognition of an individual scientist whose career has contributed to the advancement of international research in meteorology and atmospheric sciences through appointment as an honorary member, which will be recognized by a suitable memorial the Association.
 - 1.2. Recognition of an individual scientist for significant scientific accomplishments over a career or prolonged research programme through a suitable memorial and passage of a resolution of the Association calling special attention to the accomplishment.
 - 1.3. Recognition of one or more early career scientists at a Scientific Assembly through award of a certificate or other suitable reward.
 - 1.4. Other awards or recognition as determined by the Executive Committee or General Assembly.
2. The Executive Committee may choose to implement this By-Law at its discretion, choosing to offer or not offer any of the recognitions at any of the General or Scientific Assemblies.

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By-Law V -- Procedures for Proposing and Approving Resolutions

1. Resolutions expressing the views of IAMAS must be approved by the General Assembly. Between General Assemblies, the Executive Committee may express its views in the form of a resolution of that body.
2. Resolutions of IAMAS will normally be addressed to scientific bodies, to organizations responsible for the conduct and governing of scientific research, and/or to the public. Through the president, IAMAS may join with IUGG or other Associations in resolutions that reflect the views as expressed by the IAMAS General Assembly and/or Executive Committee.
3. The content of resolutions must be in furtherance of the objectives of the Association and not for partisan purpose. The General Assembly or Executive Committee may amend or modify a draft of the resolution before considering it for final approval. When developing joint resolutions with other bodies, the President and/or Secretary General or their designees may revise draft resolutions in the interests of IAMAS.
4. For consideration at the final Plenary Session of a General Assembly of the Association, a draft of the resolution must be provided to the Secretary General in time for consideration by the IAMAS General Assembly by the close of its first Plenary Session.
5. The Secretary General is responsible for the official transmittal of resolutions of the Association to those to the entities to whom the resolution is addressed.
6. The Secretary General shall maintain a cumulative record of the resolutions of the Association and of the resolutions made in partnership with other Associations and the IUGG.

By-Law VI -- Liaison Appointments of the Association

1. As a constituent association of the Union, officers of the Association and its Scientific Commissions, upon nomination and approval of the Union, serve as the Union's liaison to and/or ex officio members of the following scientific organizations:
 - 1.1. Executive Committee of ICSU's Scientific Committee on Oceanic Research (SCOR).
 - 1.2. The World Meteorological Organization (WMO).
 - 1.3. The Joint Scientific Committee of the World Climate Research Programme (WCRP).
2. Acting in partnership with other IUGG associations, IAMAS makes appointments to Joint Scientific Committees, Inter-Association Commissions, Union Commissions, and Working Groups. These presently include:
 - 2.1. The Committee on Mathematical Geophysics (CMG).
 - 2.2. The Union Commission on Geophysical Risk and Sustainability (GeoRisk).
 - 2.3. The Union Commission for Data and Information (UCDI).
3. In representing the interests of the Association in other international bodies, the Association may, in cooperation with the relevant Scientific Commission, make additional liaison appointments.

STATUTES AND BY-LAWS OF THE INTERNATIONAL ASSOCIATION FOR THE PHYSICAL SCIENCES OF THE OCEANS

STATUTES

(Adopted October 1967, Berne, Switzerland, revised December 1979, Canberra, Australia, revised by mail ballot 1998, and revised July 2007, XXIV IUGG General Assembly, Perugia, Italy)

I. Objects, Composition and Membership of the Association

1) The International Association for the Physical Sciences of the Oceans (IAPSO) hereafter referred to as the Association is a constituent of the International Union of Geodesy and Geophysics hereafter referred to as the Union. The Association is subject to those articles of the Statutes and By-Laws of the Union which apply to Associations, and also to these Statutes.

2) The objects of the Association are:

(a) to promote the study of scientific problems relating to the ocean and interactions taking place at its boundaries, chiefly insofar as such study may be carried out by the aid of mathematics, physics and chemistry;

(b) to initiate, facilitate and coordinate research into and investigations of those problems of the ocean which require international cooperation;

(c) to provide for discussion, comparison and publications; and

(d) to organize Assemblies, which include symposia on the most interesting and up-to-date problems of physical and chemical oceanography.

3) Those Adhering Bodies that adhere to the Union are Members of the Association, and are hereafter referred to as "Members".

By resolution of an Association Assembly, other international organizations that are concerned with the study of physical sciences of the oceans may be admitted to Membership, with the status of guests.

II. Administration

4) The Authority of the Association shall be vested in the Members, and exercised collectively by their accredited delegates. The Association will hold a meeting of delegates at General Assemblies of the Union and at Association Assemblies occurring during interim periods between General Assemblies.

5) The Association shall convene scientific symposia and/or workshops and hold business meetings of the Members' delegates at the General Assemblies of the Union, to be held normally once every four years. The Association may recommend to the Executive Committee of the Union, at a General Assembly of the Union, arrangement of joint sessions of two or more Associations or of joint meetings of two or more Committees or Commissions for the discussion of topics of an interdisciplinary character. With the concurrence of the Executive Committee of the Union, the Association may arrange General Assemblies and other meetings of its own in the interval between the General Assemblies of the Union, either singly to deal with topics of specific interest, or jointly with another Association or other Associations.

(a) Meetings of Members' delegates are restricted to the delegates, members of the Association Executive Committee, and persons invited by the Association President when their attendance is deemed necessary to make reports or presentations to the delegates.

(b) Meetings of the Association Executive Committee are restricted to members of the Executive Committee and persons invited by the Association President when their attendance is deemed necessary to make reports or presentations to the Executive Committee.

6) The President, the two Vice Presidents, the Secretary General, and the Treasurer of the Association shall be elected by delegates to the Association in accordance with Section III.

7) The Bureau of the Association shall consist of the President, Past President, the Secretary General and the Treasurer. Its duties shall be to conduct the affairs of the Association in accordance with the decisions of the foregoing meetings of the delegates. It shall prepare the Agenda for meetings of delegates. With the advice of the Association Executive Committee, it shall prepare the scientific program for Assemblies.

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8) In accordance with Section III, the delegates from countries having Members shall elect six persons who, together with the President, immediate Past President, Vice Presidents, Secretary General, and Treasurer, shall constitute the Executive Committee of the Association.

9) The Executive Committee may establish Association Commissions, Working Groups or Services to address particular scientific areas of oceanography, and may abolish such Commissions, Working Groups and Services by a majority vote of the Executive Committee members. The Executive Committee may also approve Association participation in joint Commissions, Working Groups and Services with other Associations or scientific bodies, and may withdraw Association participation by a majority vote of the Association Executive Committee members.

10) A Nominations Committee of four persons from countries having Members will be appointed by the Executive Committee. The Nominations Committee will normally include the immediate Past President as its Chairperson. Its function will be to scrutinize nominations received for positions on the Executive Committee which become vacant, to seek additional nominations where appropriate, to ensure disciplinary and geographical distribution, and to prepare a final slate of candidates for election at the General Assembly.

11) The Executive Committee of the Association may establish medals and awards to recognize individuals for their accomplishments in advancing the knowledge of the physical and chemical sciences of the oceans.

III. Voting

12) On scientific matters, each delegate present shall have one vote.

13) In questions of administration or of mixed, administrative and scientific character not involving questions of finance, voting shall be by Members, each Member having one vote with the provision that its subscription shall have been paid up to the end of the year preceding the voting.

14) In questions involving finance, voting shall be by Member delegates, with the same provision as for administrative questions. The number of votes for each Member delegate shall be equal to the number of its category of membership to the Union.

15) In case of doubt as to which class a question belongs, and in all cases of equality of votes, the chairman shall decide.

16) A delegate shall represent only one Member. An adhering Member not represented by a delegate may forward by post its vote on any specific question of an agenda.

17) Guests will not vote.

IV. General

18) These Statutes shall be changed only by a majority of two thirds of the votes cast by delegates at an Association Assembly or by post in accordance with Section III. In cases where voting is by post, the changes must be endorsed by the delegates at the next Association Assembly.

19) The Association may make By-Laws which may be changed by a simple majority of the votes cast by delegates at an Association Assembly or by post in accordance with Section III. In cases where voting is by post, the changes must be endorsed by the delegates at the next Association Assembly.

20) This English text shall be the authoritative text of the Statutes of the Association.

BY-LAWS

(Adopted October 1967, Berne, Switzerland, modified December 1979, Canberra, Australia, modified August 1995, Honolulu, USA, modified 1998, and modified July 2007, XXIV IUGG General Assembly, Perugia.)

I. Membership of the Association

1) It is recommended that each adhering Member shall form a National Sub-Committee for the Physical Sciences of the Oceans, to which correspondence may be addressed.

2) Each adhering Member and each international member may contribute to the Agenda of Association Assemblies.

II. Administration

3)

(a) The President and the Vice Presidents shall be elected for one four-year term. Their terms shall be the interval between the ends of two successive General Assemblies of the Union. A Vice President may be elected for one additional four-year term.

(b) The term of the immediate Past President shall run from the end of the General Assembly at which the new President is elected until the end of the next General Assembly.

(c) The Secretary General and the Treasurer shall be elected for two periods, and may be re-elected for the subsequent single period.

4) The President shall:

(a) provide general leadership for the Association in all matters;

(b) represent the Association on the Union Executive Committee;

(c) serve as chairperson of those meetings of Members' delegates and the Association Executive Committee held at Association Assemblies;

(d) represent the Association in communications with the International Association for Biological Oceanography (IABO) either directly or through scientific committees of the International Council for Science (ICSU);

(e) appoint qualified ocean scientists to serve as liaisons between the Association and other scientific organizations as appropriate; and

(f) prepare Association responses on inquiries of a scientific nature received from other organizations.

5) The Vice Presidents shall:

(a) perform such tasks as may be assigned by the President or the Association Executive Committee; and

(b) act as the President whenever the President is not present or is unable to perform any of the President's duties. The acting President shall perform such tasks as required by the President.

6) The Secretary General shall:

(a) serve as Secretary of the Association Assemblies, the Member meetings, the Executive Committee and the Bureau; arrange for meetings of these Bodies; prepare and distribute promptly the agenda and the minutes of all their meetings;

(b) manage the affairs of the Association, attend to correspondence, preserve the records;

(c) maintain an Association web page on the World Wide Web, either as part of or linked to the Union web page. The web page shall include all general details of the Association; its activities; abstract books of Association Assemblies when available; and other information of use to Members and associated scientists;

(d) at least three months before the General Assembly of the Union, forward to all the Members a report on the administration of the Association since the last General Assembly, and present a summary of this to the delegates meeting at General Assembly itself; and

(e) perform such other duties as may be assigned by the Association Bureau.

7) The Treasurer of the Association shall be responsible for the financial administration of the Association in accordance with directions issued by the Association Bureau. The Treasurer shall:

(a) prepare the yearly budget of the Association and distribute to the Association Bureau for approval;

(b) collect the funds of the Association and disburse them in accordance with the approved budget;

(c) maintain records of all the financial transactions of the Association and submit annual financial reports thereon to the Association Bureau and to the Treasurer of the Union;

(d) assemble, at the end of the calendar year preceding a General Assembly, the complete accounts of the Association for the past period for presentation to the Association Bureau and the Treasurer of the Union at least three months prior to the General Assembly and at the Member meeting at the Assembly; and

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(e) pay traveling expenses and per diem subsistence to members of the Executive Committee attending Association Assemblies and meetings with Association support, where those concerned cannot draw proper allocations from their national sources (see By-Law 18).

8) Of the six persons referred to in Article 8 of the Statutes, not more than three may be elected to an additional term.

9) The Executive Committee shall:

(a) prepare for the Executive Committee of the Union recommendations concerning the arrangement, at a General Assembly of the Union, of scientific meetings to be confined to joint sessions of two or more Associations or of Joint meetings of two or more Committees or Commissions, for the discussion of topics of an interdisciplinary character;

(b) at its meetings during an Assembly, select the themes of Association symposia for the next Assembly, and recommend conveners for the symposia;

(c) seek for the concurrence of the Executive Committee of the Union for the arrangement of General Assemblies and other meetings of the Association in the intervals between the General Assemblies of the Union, either singly to deal with topics of specific interest, or jointly with another Association or other Associations;

(d) fill any vacancy which may occur among the officers of the Association between General Assemblies. Such appointments shall be subject to the subsequent approval of the next General Assembly. Tenure of office for part of a period shall not be counted as a period for the purpose of these By-Laws;

(e) consider matters of general administration and finance, and report thereon to the General Assembly;

(f) make recommendations on matters of policy;

(g) frame the budget for the ensuing period and report to the General Assembly of the Association and to the Secretary General of the Union. The budget period of the Association coincides with the budget period of the Union;

(h) advise upon the distribution of funds; and

(i) consider proposals for changes in the Statutes and By-Laws, and report thereon to the General Assembly.

10) Officers designated by these By-Laws for special duties or for special committees may appoint substitutes in their stead. Notice of the intention to do so must be sent in writing to the President or Secretary General. No substitute shall represent more than one officer.

11) Decisions and actions of the Officers and Committees of the Association, taken during and between Association Assemblies, shall be reported to the delegates' business meeting at the Assembly.

12) Proposals for the Agenda of the meeting of delegates at General Assemblies of the Union and Association Assemblies shall reach the Secretary General six months before the meetings. The Secretary General shall send the Agenda to the Members and their accredited delegates, through the National Sub-Committees where such exist, at least four months before the meeting. No question not previously placed on the Agenda shall be discussed unless approved by two thirds of the votes of the Members represented at the Assembly.

13) Medals and Awards

(a) The Executive Committee shall establish protocols for awarding medals or other awards established by the Association.

(b) The Prince Albert I Medal shall be awarded at each Association Assembly to a distinguished ocean scientist for career achievements in advancing the knowledge of the physical and/or chemical sciences of the oceans.

(c) The Eugene LaFond Medal will be awarded at Association Assemblies to a student or scientist from a developing country in recognition of the student's or scientist's presentation of an outstanding paper. Not more than one Medal will be awarded at any Assembly. The Executive Committee may decline to present the Medal at a particular Assembly.

14) Nominations Committee

(a) The terms of members of the Nominations Committee referred to in Article 10 of the Statutes will expire at the end of the General Assembly following their appointment.

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- (b) A call for nominations for candidates for positions on the Executive Committee will be issued by the Secretary General of the Association at least six months prior to a General Assembly where an election is to take place.
- (c) Nominations must be accompanied by a brief Curriculum Vitae, and will not be accepted later than three months prior to the General Assembly, except for additional candidates identified by the Nominations Committee in accordance with Article 10 of the Statutes.
- (d) The Nominations Committee will prepare a slate of candidates one month prior to the General Assembly, and will confirm that the members of this slate are prepared to serve if elected.
- (e) In the event of a vacancy occurring on the Executive Committee during its term of office as a result of the resignation or demise of a member, the Nominations Committee will assist the Executive Committee in finding a suitable replacement.

III. Finance

- 15) The President and Treasurer shall individually have power to sign documents on behalf of the Association.
- 16) All disbursements of Association funds shall be made by the Treasurer in consultation with the Association Bureau.
- 17) The Treasurer shall receive the allocation of funds from the Union, maintain financial accounts, obtain receipts for disbursement of funds and maintain financial records.
- 18) Traveling expenses may be paid by the Treasurer, but only
 - (a) in connection with meetings on specific Association or Union business; when the travelers represent the Association and not the Members or other organizations; and where those concerned cannot draw proper allocations from their national sources; and
 - (b) to cover the traveling costs of a person receiving an award from the Association.
 - (c) Such payments may cover traveling costs at economy rates and a reasonable contribution to other expenses when attending such meetings.

STATUTES AND BY-LAWS OF THE INTERNATIONAL ASSOCIATION OF SEISMOLOGY AND PHYSICS OF THE EARTH'S INTERIOR

Statutes

(Adopted 1975, Grenoble, France, amended in July 2011, XXV IUGG General Assembly, Melbourne, Australia, and in June 2015, XXVI IUGG General Assembly, Prague, Czech Republic)

I. Objectives of the Association

1. The International Association of Seismology and Physics of the Earth's Interior is a non-governmental and non-profit organization with the purposes:
 - a. To facilitate research on theoretical, observational and applied seismology, such as the propagation of seismic waves, the comparison of instruments used in different countries, the adoption of standards for observatory practice and data storage, and generally all matters related to seismology
 - b. To promote multidisciplinary research related to earthquake science, internal structure, properties and processes of the Earth
 - c. To initiate and co-ordinate the conduct and communication of related research which depends on co-operation between different countries.
 - d. To organize and support international conferences and meetings focusing on the above-mentioned topics and to support, including financially if the budget allows, the participation in such meetings of young researchers and of scientists from developing countries.

II. Members of the Association

1. Each country having adhered to the International Union of Geodesy and Geophysics (IUGG) is a member.
2. Each scientist participating in IASPEI activities and in the Scientific Assemblies is an individual IASPEI member. Any member attending the General Assemblies or participating in other activities of the Association in the past ten years is considered to be an active individual member.

III. National Committees

1. Each National Committee for the IUGG (or national organisation adhering to IUGG) where possible should nominate a section, or sub-committee, for Seismology and Physics of the Earth's Interior. The functions of this section or sub-committee are to facilitate and co-ordinate in their respective countries the study and practice of Seismology and Physics of the Earth's Interior, in accordance with the objects of the Association. Each National Committee and the Section or Sub-Committee shall be empowered to refer to the Association matters for discussion falling within the competence of the Association.
2. The National Committee (or adhering organization) names in each country a correspondent (hereafter National Correspondent), whose duty is to provide liaison between the IASPEI executive and the Section in each country.
3. The National Committee, on the recommendation of the Section or Sub-Committee, nominates the delegate or delegates who shall represent it at the General Meeting of the Association. One of these delegates shall be designated as the principal delegate of the country and shall cast the vote of that country whenever a "national vote" is required (refer section VIII.2). If a National Committee does not formally appoint a delegate, the (older in age in case of two) National Correspondent(s) present at the General Meeting is the principal delegate.
4. Official communications sent by the International Association of Seismology and Physics of the Earth's Interior to an adhering country shall be addressed to that country's IASPEI National Correspondent or, in default, to its National Committee for the IUGG.

IV. Administration of the Association

1. The work of the Association shall be directed by the Association Plenary Meeting of the delegates of the Member countries of IUGG, and of the individual IASPEI members.
2. The Plenary Meeting of the Association shall elect the following: a President, a First and Second Vice-President, a Secretary General, a Treasurer and four additional persons. These, plus the immediate past President shall constitute the voting members of the Executive Committee of the Association.
3. A single person may, with the approval of the Executive Committee, be elected both Secretary General and Treasurer.
4. The President, the Vice-Presidents, the Secretary General and the Treasurer shall constitute the Bureau of the Association.

5. Elections shall be held at an Association Plenary Meeting held in conjunction with the quadrennial General Assembly of the International Union of Geodesy and Geophysics. The President may not be re-elected to the same office, and no person may hold any one office for more than twelve consecutive years.
6. Should a vacancy occur among the elected offices, the Bureau shall fill the position provisionally by nomination, and an election shall be held for this office at the next General Meeting of the Association.
7. The transfer of duties takes place at the close of the Association Plenary Meeting at which the election occurs. The interval between successive elections (normally 4 years) is called a period.
8. The President, in consultation with the Executive Committee, may appoint individuals to committees as may be needed, and may approve the terms of reference of such committees.
9. Urgent matters arising in the interval between Association Assemblies shall be referred by the Bureau to the Executive Committee.
10. The Executive Committee may appoint an Associate Secretary who will be an ex-officio member of the Executive Committee, but without vote.
11. The Executive Committee may appoint an Association Webmaster who will be responsible for maintaining the website of the Association.

V. Secretariat

A Secretariat placed under the direction of the Secretary General shall conduct the correspondence, preserve the administrative archives, maintain a register of the National Correspondents, delegates and active membership, arrange the Association Assemblies and other meetings, and ensure the records of the Assemblies and Commission reports are preserved in an accessible web location.

VI. Budget and Finance

1. The financial resources of the Association are derived from: The allocation by the Union; The sales of publications, subscriptions, advertisements, etc.; A quota of the registration to the Association Assemblies; Grants; Contracts; Donations.
2. The Treasurer shall administer and disburse these resources under the direction of the Executive Committee. The administration of resources shall include the permanent delegation of authority to manage any bank accounts or investments held in the name of the Association.
3. The Treasurer shall alone retain responsibility toward the Association for all banking operations. As a precaution, however, the right to sign as an authorized agent for any account opened in the name of the Association shall be extended to at least one other Member of the Executive Committee.
4. The Treasurer shall provide annual financial reports as required by IUGG.
5. The Treasurer shall arrange for independent external audit of, and prepare and submit to the Association Plenary, the Accounts of Receipts and Expenditures for the preceding period, together with an estimated budget for the following financial year.
6. An audit committee, authorised by the Plenary Meeting shall examine the accounts prepared by the Treasurer and submitted to the Plenary Meeting for the preceding period, and give discharge to the Treasurer for those accounts.

VII. General Meetings of the Association

1. Scientific Assemblies of the Association shall be held in conjunction with General Assemblies of the International Union of Geodesy and Geophysics, and normally at least once between successive IUGG meetings. At least one Plenary Meeting of the Association shall be held at each Scientific Assembly.
2. In the intervals between the Scientific Assemblies the Association may, either separately or jointly with other Associations, hold or sponsor additional scientific meetings.
3. The Bureau of the Association, on the request of the majority of the members of the Executive Committee may conduct an extraordinary meeting of the National Correspondents using e-mail or web-based tools, in order to resolve an urgent question. National Correspondents shall have at least one week notice of any resolution that requires a national vote.
4. The agenda to be transacted at an Association Plenary Meeting held in conjunction with a Scientific Assembly is to be prepared by the Bureau and posted at least two working days before the Plenary Meeting.
5. The agenda may only be modified with the consent of the majority of the IASPEI members present at the Plenary Meeting.
6. The Executive Committee approves a Local Organising Committee for the Scientific Assemblies conducted between the General Assemblies of IUGG, on the basis of a proposal submitted by the approved hosting country.
7. The Scientific Programme for a Scientific Assembly is the responsibility of the Secretary General, who will approve symposia and appoint convenors, in consultation with the Executive and the Commission chairs.

8. Registration and abstract submission to the Scientific Assembly are open to all members of the international scientific community.

VIII. Voting

1. In a Plenary Meeting of the Association, two types of resolution may be put to the meeting: A. Procedural, and B. Scientific
2. Elections of the President and Procedural resolutions shall be decided on the basis of one vote per country present at the Association Plenary. That vote is to be exercised by the principal delegate of each country (refer paragraph III.2) or his proxy and is referred to here as a "national vote". In any vote a delegate may represent only one country.
3. A country that is not represented at the Association Plenary Meeting may appoint a proxy, or forward its vote, by notifying the Secretary General in writing before the election.
4. Scientific resolutions and the election of the members of the Bureau and Executive Committee, apart from the President, shall be decided by a majority of the votes cast by all IASPEI members present at the Association Plenary.
5. The Resolutions Committee will decide which category any specific resolution falls into, before it is presented to the Association Plenary. If any principal national delegate objects to that classification, the delegate may request that a national vote be used to decide which category a specific resolution falls into, before the resolution is voted on.
6. When there is an equal division of votes, the President shall have a deciding vote.
7. The election of the President will be conducted by open ballot and requires the approval by the majority of the principal national delegates or their proxies present at the Plenary Meeting. If requested by one principal national delegate the election has to be conducted by written ballot.
5. The election of all other Association Offices and of the Executive Committee members will be conducted by open ballot and requires the approval by the majority of the IASPEI members present at the Plenary Meeting.

IX. Validity of Statutes

1. These statutes may be revised by a two-thirds majority vote of the member countries represented by principal national delegates at an Association Plenary Meeting.
2. The proposed revision must be posted at least one month in advance of the vote.
3. The English text shall be used exclusively in interpreting these statutes.

X. Commissions and Working Groups

1. The Association, on the recommendation of the Executive, may establish Commissions to study scientific topics and to stimulate and coordinate research on specific topics or research related to a specific region.
2. The Association may also establish joint Commissions or Working Groups with other organizations.
3. Commission chairs (or co-chairs) will be nominated by the President.
4. Working Groups may be established or disbanded by the Commission chair, who will appoint the chair of the Working Group.
5. Commission and Working Group members will be invited to participate by the respective chair.
6. Commission or Working Group chairs shall not hold the same office for more than two periods.
7. Commission chairs will provide annual reports to the Secretary General (including reports on their Working Groups) prior to the Annual Bureau Meeting.
8. A Commission may be disbanded by decision of the Executive Committee if in the view of that Committee the Commission is no longer needed.

By-Laws

The following by-laws are established in order to provide for continuing guidance in conducting the affairs of the Association. The by-laws may be amended by majority decision of the Executive Committee.

XI. Definitions

In the context of the Statutes and By-laws, the term "posted" will be taken to indicate an e-mail sent to a prepared list of the Association National Correspondents and posted on the IASPEI web site. The term "mail" will be taken to include e-mail. The term "period" indicates the period between elections of the Association Officers, normally four years.

XII. Resolutions

1. Before the General Assembly, the President shall appoint a Resolutions Committee consisting of one officer of the Association and two other persons.
2. All resolutions to be presented at the Plenary Meeting of the Association must be transmitted in writing to the Resolutions Committee at least two days before the said meeting. It is the responsibility of the Resolutions Committee to word the resolutions consistently with the terminology of the Association and of the Union.
3. The Resolutions Committee shall post all Resolutions at least one day before the Association Plenary Meeting.

XIII. Nominations

1. At least two years before an election, the President shall appoint a Nominating Committee whose charge is to bring before the Plenary Meeting of the Association at the quadrennial General Assembly a slate of candidates for election to the Association Offices and the Executive Committee. The candidates for election shall be announced at least 4 days in advance of the Plenary Meeting.
2. The Nominating Committee should keep in mind the need for persons of executive ability, comprehensive scientific interests, and broad geographical representation and should consult, where possible, with former Presidents of the Association.
3. At the Plenary Meeting, additional nominations for each office may be made from the floor but they should reflect the same criteria that the Nominating Committee has to abide, in particular, the broad geographical representation.

XIV. Meetings of the Bureau and of the Executive Committee

1. The Bureau of the Association should meet at least every year. The Executive Committee should meet as often as necessary and at least once during each Association Assembly. If necessary and practicable, such meetings may be held using web-based communications, recognising that face-to-face meetings are preferable for most purposes.
2. The Association will normally cover Bureau travel expenses incurred for such meetings.

XV. Conduct of Meetings

Except if otherwise provided in the Statutes and By-laws, meetings shall be conducted according to Robert's Rules of Order

STATUTES AND BY-LAWS OF THE INTERNATIONAL ASSOCIATION OF VOLCANOLOGY AND CHEMISTRY OF THE EARTH'S INTERIOR

(Revised July 2011, XXV IUGG General Assembly, Melbourne, Australia, and June 2015, XXVI IUGG General Assembly, Prague, Czech Republic)

STATUTES

I. Objectives of IAVCEI

- a) To promote the study of volcanoes, volcanic processes and their deposits, past and present, and of the chemistry of the Earth's interior;
- b) To encourage, initiate, and coordinate research and to promote international cooperation in these studies;
- c) To arrange for the dissemination and discussion of research results and policy matters on volcanology at major conferences (IAVCEI General Assemblies, IAVCEI Scientific Assemblies, Cities on Volcanoes Conferences), and Research Commission Workshops and Field Workshops;
- d) To arrange for the publication of the results of scientific research on volcanology and on the chemistry of the Earth's interior through its dedicated journal, *Bulletin of Volcanology*, and book series;
- e) To encourage volcanologists to alert appropriate authorities to the importance of adequate surveillance of active and potentially active volcanoes and of volcanic risk assessment;
- f) To be the international reference body for advice on scientific policies relating to volcanic processes, hazards and risks;
- g) To provide guidelines to professional volcanologists on protocols and principles in the conduct of their work, and to help them understand their responsibilities, the expectations and consequences of their actions, in their countries of employment and service

II. Relationship of IAVCEI to IUGG

2. IAVCEI is a constituent association of the International Union of Geodesy and Geophysics (IUGG), but is autonomous in its governance structure and processes, as defined below.
3. IAVCEI will contribute to IUGG through the IUGG Bureau, Executive Committee and Council through nomination of office bearers for the Bureau, participation of its President, and by invitation, Secretary General, in IUGG Executive Committee meetings, and their attendance at IUGG Council meetings when invited, to contribute the views of IAVCEI and its members, to the business of IUGG.
4. IAVCEI will receive from IUGG an annual capitation fee, based on the number of IAVCEI delegates who register and attend IUGG General Assembly conferences as IAVCEI members.

III. Membership of IAVCEI

5. In accordance with the Principle of Freedom of Participation in Learned Societies (see Appendix), anyone who has interests in volcanology or geochemistry can become a member of IAVCEI, irrespective of country of origin, and participate in the governance of IAVCEI.
6. Those wishing to become members of IAVCEI must apply on-line for membership through the IAVCEI website, and must pay the annual fee to maintain membership.

IV. Administration of IAVCEI

7. IAVCEI will be managed by a democratically elected Executive Committee, that is elected every 4 years, immediately prior to the IAVCEI General Assembly.
8. The Executive Committee will consider business brought to it by members of the Committee, individual members of IAVCEI and the IUGG Bureau and Executive Committee.
9. The IAVCEI Executive Committee will conduct its business progressively during its 4-year term through meetings of the Committee at IAVCEI Scientific and General Assemblies, and in the interim as e-business and video conferences.
10. The IAVCEI Executive Committee is empowered to make policy decisions on behalf of IAVCEI and

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- its members, but major policy decisions should be ratified by members through an on-line plebiscite, or at meetings of members during IAVCEI General and Scientific Assemblies.
11. The Executive Committee of the Association shall consist of 11 members. Candidates for the following 9 positions are democratically nominated by, and elected by, IAVCEI members:
 - President
 - Secretary General
 - two Vice-Presidents
 - four Ordinary Committee Members
 - an Early Career Researcher, aged 35 or less at the time of nomination
 12. In addition, the the immediate past-President will be an ex-officio member of the Executive Committee for one term to provide continuity and offer advice to the new committee.
 13. The Editor of Bulletin of Volcanology is invited to be a non-voting observer on the Executive Committee to provide insight from his/her dealings with IAVCEI members through the association's publication processes. She/he may also be nominated to become an elected member of the Executive Committee.
 14. The President may only serve for one term as President.
 15. The Secretary General is elected for two 4-year terms.
 16. All other members of the Executive Committee are elected to serve for one term of 4 years in the first instance, but may serve one extra term if nominated and elected for a second term at the next election.
 17. No more than two members from the same country can be elected to the Executive Committee during one 4-year term of office.
 18. An Assistant Secretary may be appointed by the Secretary General to help with his/her duties, including the role of web-master for the IAVCEI website.
 19. The Executive Committee shall have the power to fill any vacancy that arises on the Executive Committee during the interval between successive elections for the IAVCEI Executive Committee.
 20. The Executive Committee shall have the power to appoint the Executive Editor of the Bulletin of Volcanology, as well as of other publications of the Association.
 21. The Executive Committee shall have the power to create and disband Research Commissions and Task Groups of the Association.
 22. Only members of IAVCEI can present papers at IAVCEI conferences, but scientists wanting to present papers at IAVCEI conferences can join IAVCEI at the time of registering for the conference. Distinguished invited keynote speakers may be exempted from this requirement.
 23. Countries that are represented by individual members may apply to the IAVCEI Executive Committee to have a National Correspondent for IAVCEI to represent their national volcanological community.
 24. National Correspondents are also appointed by the IUGG adhering scientific organisations in each IUGG financial member country, but it is recommended that appointments of such member country National Correspondents be done in consultation with the IAVCEI Executive Committee.
 25. National Correspondents are required to act as conduits of information flow between IAVCEI and national volcanological communities, and may make representations on behalf of their national volcanological communities to the IAVCEI Executive Committee.

V. Nomination and Voting for the IAVCEI Executive Committee

26. Only individuals who are members of IAVCEI can be nominated for election to the IAVCEI Executive Committee.
27. Only members of IAVCEI can nominate another member for election to the IAVCEI Executive Committee.
28. Candidates for election to the IAVCEI Executive Committee can be from any country, except candidates for the Presidency, who must come from IUGG member countries, according to IUGG Statutes.
29. Only members of IAVCEI can vote in the election for the IAVCEI Executive Committee.
30. Nominations for candidates for election to the IAVCEI Executive Committee, must be seconded by three other current individual members, each from countries other than that of the candidate.
31. The outgoing Executive Committee has the power to nominate candidates for particular positions on the Executive Committee, when only one, or no candidates are nominated by members.
32. Nominations must be called for and submitted to the Chairperson of the IAVCEI Nominating or Election Committee no later than six months before the General Assembly.
33. The voting process will be anonymous and conducted electronically through the IAVCEI web site and will be initiated by the Secretary General and President at least three months before, and must close no later than one month before, the IAVCEI General Assembly.

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34. The Secretary General and Assistant Secretary are responsible for establishing a secure on-line voting site and process, that ensures that only IAVCEI members registered as members at a defined date can vote, and that members can only vote once.
35. A Nominating or Election Committee will be responsible for overseeing the voting process to ensure that it is undertaken in accord with the current IAVCEI statutes and by-laws.
36. The members of the Nominating Committee will be proposed by the President and endorsed by the Executive Committee no later than nine months before the IAVCEI General Assembly.
37. The Nominating Committee will consist of no less than five current individual members of IAVCEI, one of whom, usually the Past President bar one, will be nominated to be the Chairperson.
38. All nominations of candidates for election to the IAVCEI Executive Committee shall be considered by the Nominating or Election Committee, which will produce a shortlist of at least one, but no more than three candidates for each of the positions on the new Executive Committee, except for the 4 general committee positions, for which no more than 12 candidates should be proposed.
39. Not more than two candidates from the same country, can be proposed by the Nominating Committee as candidates for election to the Executive Committee as a whole.
40. The Nominating Committee is also responsible for scrutinising the results and reporting the results to the President and Secretary General within a month following the close of voting.
41. The candidate(s) with the largest number of votes for each position will be elected.
42. The President-elect must be endorsed by a majority of IAVCEI National Correspondents from IUGG member countries. A non-response from a National Correspondent will be taken to be an endorsement for the President-elect.
43. In case of a tie the Executive Committee at the time of the election will elect the candidate from among those with the same number of votes.
44. The Secretary General will communicate through the website to all IAVCEI members the results of the elections before the General Assembly, and the new officers of the Executive Committee will be officially appointed during the General Assembly.

VI. IAVCEI Awards

45. To honour outstanding achievements in research and contributions to volcanology and to IAVCEI, IAVCEI will make awards at the General Assembly and Scientific Assembly to the most suitable candidates who have been nominated.
46. The awards to be made are:
 - a) The *George Walker Award* is for an early career researcher within 7 years of being awarded the PhD degree at the time of nomination. This is awarded every 2 years at each General and Scientific Assembly. Detailed criteria are available on the IAVCEI website.
 - b) The *Wager Medal* is for a mid-career researcher within 15 years of being awarded the PhD degree at the time of nomination. This is awarded every 2 years at each General and Scientific Assembly. Detailed criteria are available on the IAVCEI website.
 - c) The *Thorarinnsson Medal* is awarded to a senior researcher with an outstanding international research record. The medal is awarded only at the Scientific Assembly. Detailed criteria are available on the IAVCEI website.
47. Candidates for IAVCEI awards must be members of IAVCEI.
48. Candidates for IAVCEI awards can only be nominated and supported by IAVCEI members.
49. Nominations for all IAVCEI awards must be made in writing by one member, and supported with supporting letters by no more than 3 other members.
50. The principal nominator and the 3 supporting members must be from different countries to ensure that all candidates have international profiles, and have contributed to volcanology at the international level.
51. An Awards Sub-Committee will be established by the President 6 months before a General Assembly or Scientific Assembly. The President will be Chairperson of the Awards Committee and will invite at least 4 other members with significant international research profile and experience, representing different geographic regions around the world and ensuring gender balance, to join the committee. Each member of the Awards Committee will have an equal say in the outcome for each award.
52. In addition, at each Scientific Assembly, the IAVCEI Executive Committee may decide on and award Honorary Life Membership to up to 3 members for their contributions and services to volcanology and IAVCEI over an extended period of time.

VII. Alteration and Interpretation of Statutes

53. These statutes shall be changed only by a majority of at least two thirds of votes by members in attendance at the General Assembly business meeting for members, or through an on-line plebiscite for members.
54. Any individual member may propose in writing an alteration, or alterations, to the Statutes, provided the proposal is supported by three other, current individual members in writing.
55. The Executive Committee may also propose changes to the Statutes.
56. The Executive Committee shall have the power to decide whether the proposal will be distributed to members to vote on through an on-line plebiscite or at a General Assembly.

BY-LAWS

I. National Volcanological Communities/Organisations, and National Correspondents

1. Individual countries are encouraged to establish national volcanological communities/organisations, with the following functions:
 - a) To foster volcanological research within their own country, and encourage membership of IAVCEI;
 - b) To nominate through their National Committee a National Correspondent who will act as the principal contact between IAVCEI and their national community and have the power to represent their country's views at IAVCEI General Assemblies;
 - c) To submit topics for discussion at the General Assemblies of the Association. Topics so submitted should be notified to the Secretary General of the Association at least three months before the General Assembly;
 - d) To facilitate and coordinate, as appropriate and necessary, the dissemination of IAVCEI NEWS, correspondence and other information relating to the affairs of IAVCEI.
2. National Correspondents of IUGG member countries are asked to endorse the IAVCEI President-elect at the General Assembly.

II. Duties of Officers of the Association

3. The function of the Executive Committee is to exercise general oversight of the affairs of the IAVCEI. It should meet during each General Assembly and Scientific Assembly, and when possible during other IAVCEI meetings. At other times the Executive Committee will conduct the affairs of the Association by email exchange among its members. Its duties include the following:
 - a) To consider proposals for changes to the Statutes and By-Laws
 - b) To fill committee vacancies arising between elections for the Executive Committee.
 - c) In the event of the President's position becoming vacant between General Assemblies, the Executive Committee shall appoint one of the Vice Presidents to act as President until the next General Assembly.
 - d) To assist in preparing the agenda and making arrangements for General Assemblies and other meetings
 - e) To appoint a Nominating Committee for the short-listing of candidates for election as new office bearers and the conduct of the election
 - f) To appoint the Executive Editor and Associate Editors of the Bulletin of Volcanology and other publications
 - g) To endorse Commissions and Working Groups proposed by the Vice-Presidents.
 - h) To consider applications for funding to the Executive Committee by Commissions, IAVCEI Conference organizing committees, individual members seeking support to attend conferences, and special purpose grants from affiliated organisations
 - i) To determine the membership fee structure and membership fees
 - j) To promote the interests of the Association.
4. The Executive Committee will also conduct the business of the Association between General Assemblies and take on the particular responsibility of pro-actively fostering the objectives and interests of the Association, the Commissions and Task Groups. The Executive Committee is responsible also for establishing Sub-committees to deal with specific aspects of the work of the Association.

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5. The duties of the President are to
 - a) Preside at General Assemblies and Scientific Assemblies of the Association and, in consultation with the Secretary General, to regulate the business of the Association.
 - b) Sign documents on behalf of the Association.
 - c) Select and chair the Awards Committee.
 - d) To appoint Task Groups to address specific issues and to liaise and work with them to ensure the goals of the Task Group are achieved in a timely manner.
 - e) Be responsible for all protocol aspects related to the Association.
6. The duties of the Vice-Presidents are to
 - a) Preside at General Assemblies and Scientific Assemblies in the absence of the President.
 - b) Be prepared to become President should the presidency become vacant between elections.
 - c) Foster pro-actively the objectives and interests of the Association.
 - d) Manage the IAVCEI Commissions and Task Groups program, and have the responsibility for ensuring that all Commissions and Task Groups are active and functioning effectively.
7. The duties of the Secretary-General of the Association are:
 - a) To carry on all correspondence relating to the affairs of the Association;
 - b) To maintain and preserve the records of the Association;
 - c) To maintain a mailing list of members of the Association, and to receive and process membership applications;
 - d) To administer the funds of the Association, to prepare at the end of the calendar year preceding a General Assembly the accounts of the Association, and to arrange that they shall be properly audited
 - e) To prepare annual Financial and Activities reports for members and for IUGG
 - f) To ensure that the annual reports of the Association are published and distributed;
 - g) To prepare a budget for the ensuing four-year term.
 - h) In consultation with the President and members of the Executive Committee, to prepare the agenda and make arrangements for the next General Assembly, and
 - i) To cooperate with the other Associations of IUGG in arranging the scientific program for IUGG/IAVCEI General Assembly conferences, and with the local organising committee for the IAVCEI Scientific Assembly conferences.
8. The duties of the Assistant Secretary, in the case where one has been appointed, are to assist the Secretary-General in carrying out the duties of the Secretary General, especially in maintaining the membership register, email address list of members, and the Association website. The Assistant Secretary may be appointed Secretary-General in the event of that position becoming vacant between General Assemblies.
9. The duties of the webmaster, in case of one having been appointed, are to assist the Secretary-General in managing the website of the Association.
10. The Executive Editor of the Bulletin of Volcanology shall normally be appointed for no more than 6 years, and shall:
 - a) Administer the process of receipt of manuscripts and their distribution to the Associate Editors for review and acceptance (or otherwise).
 - b) Be responsible for maintaining high standards of content and presentation of the Bulletin of Volcanology.
 - c) Be empowered to sign documents on behalf of the Association that are pertinent to the Bulletin of Volcanology.
 - d) Appoint Associate Editors, with the approval of the Executive Committee; AEs will normally serve for periods not exceeding four years.

III. Commissions, Working Groups, Task Groups, and other committees

11. The Executive Committee, on the advice of the Vice Presidents, may establish any Research Commission devoted to the international promotion of research in any speciality of volcanology and chemistry of the Earth's interior.
12. Commissions are usually initiated by submission of an application to the Vice-Presidents and Executive Committee by a group of members with common, but well-defined research interests, which can be presented an important research theme. Commissions may also be initiated by the Executive Committee to fill a need or gap in the research activities of IAVCEI, by contacting groups of members

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- to encourage them to form a Commission.
13. Each Commission will have one or more leaders.
 14. At least one leader should be an early career researcher.
 15. The leaders will present proposals for the objectives, program, and membership of the Commission for approval by the Executive Committee.
 16. Leaders normally will serve for periods not exceeding four years.
 17. Leaders are expected to solicit interest and participation from IAVCEI members who may be interested in the research theme(s) of the Commission, and build up a contact list of such members.
 18. Leaders should regularly provide information to and solicit suggestions from their network of members on proposed activities, and make arrangements to organize Commission activities.
 19. Every Commission is *required* to propose and organize at least one symposium research theme for every IAVCEI General Assembly and Scientific Assembly.
 20. The convenors of every Commission hosted symposium must include at least one Early Career scientist.
 21. Commissions are also encouraged to organize workshops and field workshops affiliated with the major IAVCEI conferences, or outside of these, or jointly with other commissions within IAVCEI, or with Commissions from other IUGG Associations, which have related research interests.
 22. Commissions may propose the formation of Working Groups to explore research interests that represent a sub-theme of related research theme to that of the Commission.
 23. Working Groups should also submit an application to the Vice-Presidents, with the endorsement of the Commission leaders, with a specified life-span and clearly enunciating the goals of the Working Group.
 24. At the end of the term of the Working Group it is expected to submit a report to the Vice Presidents, summarizing the outcomes.
 25. At the end of the term of a Working Group, it may be terminated, or if the members of the Working Group feel there is continuing momentum, then the Working Group may submit an application to become a Commission.
 26. All Commissions and Working Groups are required to submit a brief one to two page report of activities annually to the Vice-Presidents.
 27. The President in consultation with the Executive Committee may establish Task Groups devoted to the short-term completion of specific scientific tasks, at the end of which term, a report(s) will be submitted to the President and the Executive Committee.
 28. The President in consultation with the Executive Committee may also establish small committees devoted to the completion of specific administrative tasks.
 29. These will include the Awards Committee whose responsibility, under the chairmanship of the President, is to prepare recommendations for the IAVCEI Awards at the time of the Association's General Assemblies or Scientific Assemblies, and the Election Nominating Committee, which will oversee the election process.

IV. Alteration and Interpretation of By-Laws

30. These By-Laws shall be changed only by a majority of at least two thirds of votes by members in attendance at the General Assembly business meeting for members, or through an on-line plebiscite for members.
31. Any individual member may propose in writing, alteration, or alterations, to Statutes and By-Laws, provided the proposal is seconded (in writing) by three other current individual members.
32. The Executive Committee may also propose changes to the By-Laws.
33. The Executive Committee shall have the power to decide whether the proposal will be distributed to members to vote on through an on-line plebiscite, or at a General Assembly.

APPENDIX

Principle of Freedom of Participation in Learned Societies

IAVCEI adheres to the Principle of Freedom of Participation in Learned Societies for all scientists:

- a) All scientists should be able to apply for, and be accepted for, individual membership of scientific learned societies or associations, and should be able to participate freely irrespective of age, cultural background, race, religion, political or scientific views, disability, gender, gender orientation, country of origin, country of residence, or financial status of those countries in the learned society or association.

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- b) All scientists who become individual members of scientific learned societies or associations should be able to participate in the activities of such societies or associations, including attendance at conferences and other activities, voting on matters that are brought to the membership, nominating others for committee positions, being nominated for committee positions and serving in those capacities if voted in by the membership.
- c) Membership of a learned society or association may only be rejected or cancelled if the candidate or member has been guilty of (i) professional malpractice, (ii) discrimination against others on the grounds of age, cultural background, race, religion, political or scientific views, disability, gender, gender orientation, country of origin, country of residence, or financial status of those countries in the learned society or association, or (iii) bringing the society or association into disrepute by unfairly maligning it.
- d) Disagreeing with the policies of the association or society in good faith is not deemed to malign the learned society or association, but represents the democratic right of any member of an enlightened learned society or association to state their views.