

ESPN CONSTITUTION

(Incorporating revisions and amendments agreed at the Annual General Meetings in Dubrovnik 1984, Lisbon 1985, Manchester 1988, Adelaide 2004 and Istanbul 2005)

1) Name

The Society shall be named the European Society for Paediatric Nephrology.

2) Purpose

The purpose of the Society shall be to promote the knowledge of paediatric nephrology and research in this field and to disseminate such knowledge at meetings and elsewhere.

3) Membership

3.1 Full

- a) The Society shall consist of members resident in the European area. (See Appendix (i))
- b) A member must have an active interest in paediatric nephrology.
- c) The number of members shall be limited as decided.
- d) New members shall ordinarily be elected at an Annual General Meeting on the recommendation of the Council and subsequent to having read a scientific paper to the Society. (See Appendix (ii))
- e) The name of any member who has not paid his membership fee for three consecutive years will, subject to the agreement of the Council, be removed from the membership list.

3.2 Honorary

Such membership is conferred as an honour on those who have rendered exceptional service to paediatric nephrology or to the Society. Honorary members shall not be required to pay an annual subscription to the Society. Honorary members may be elected by a majority of at least two thirds of those present at the Annual General Meeting.

3.3 Affiliate

Doctors working outside Europe who are unable to join a paediatric nephrology society in their own country may be proposed for affiliate membership by two full members of the Society. They should have presented a paper or poster to the Society and will pay the full membership subscription. They will have the right to attend the scientific meetings of the Society but may not attend the Annual General Meeting and

therefore cannot vote. They may not become Officers of the Society or introduce guests to the scientific meetings. The number of affiliated members shall not exceed 10% of the full membership.

4) Meetings

- a) The Society shall hold an annual scientific meeting for the presentation and discussion of papers by members and their guests at a time and place to be decided by the Council.
- b) An Annual General Meeting (AGM) of members will be held at the time of the scientific meeting.
- c) The Council of the Society shall meet before and after the AGM.
- d) Other meetings of the Society or of the Council may be convened as necessary.

5) Language

The official language of the Society at meetings and in correspondence shall be English.

6) Council

The Council of the Society shall consist of the Secretaries, the Treasurer, the President of the Congress, the President-elect of the next Congress and seven councillors; not more than two councillors shall live in any one country. Councillors shall be elected annually by the members to serve for a period of three years, beginning on the day subsequent to the Annual Scientific Meeting at which they were elected. For a period of three years following retirement a former councillor will not be eligible for re-election to Council. A candidate for Council may (with his written consent) be proposed in writing to the Secretary General by any three members not less than two months before the AGM. In the event of more candidates being proposed than are required, election will be by secret ballot of members of the AGM.

7) Secretary General

The Secretary General shall be elected for a three year period starting at an agreed date and shall be eligible for re-election annually up to a maximum of five years. A candidate for the post may (with his written consent) be proposed in writing by any three members to the Secretary General not less than two months before the AGM. The Secretary General shall take the chair at the Council meetings and at the AGM and shall represent the Society to other organisations. With the Council he will attend to the affairs of the Society and keep minutes of all meetings.

8) Assistant Secretary

The Assistant Secretary shall be elected for a three year period in the same manner as the Secretary General. The duties of the Assistant Secretary will be agreed with the Council and the Secretary General.

9) Treasurer

A Treasurer shall be elected for a five year period starting on an agreed date and shall be eligible for re-election on an annual basis up to a maximum of 10 years.

10) President of the Congress

The President of the Congress shall be the host member at the Annual Scientific Meeting. He shall hold office for one year beginning with the day following the end of the preceding Annual Scientific Meeting. Any member other than an affiliate may be appointed President of the Congress (including either one of the Secretaries or a member of the Council). The President of the Congress shall be recommended by the Council when the place of the next meeting is decided and appointed by a majority of the members present at the AGM. The President of the Congress is responsible for the organisation of the Annual Scientific Meeting.

11) Voting

Voting in Council and at the AGM shall be by a simple majority of those present except when alteration of the Constitution or dissolution of the Society is concerned when a two thirds majority of those present shall be required. The President of the Congress shall have a casting vote at any meeting. The quorum for a General Meeting shall be fourteen members and the quorum for a Council Meeting shall be four members. In any year when the AGM is held outside Europe (see Appendix (i)) the election of the Council members, and if necessary of the Secretaries, shall be by postal ballot of all members.

12) Annual Scientific Meeting

- a) The programme shall be arranged by the President of the Congress in collaboration with the Secretaries. (See Appendix (iii))
- b) A member wishing to introduce a guest to read a scientific paper at an Annual Scientific Meeting shall submit the name of the guest and the title of his paper to the President of the Congress for approval (or otherwise) at least three months prior to the meeting.
- c) The President of the Congress may invite local guests to attend any part of the Annual Scientific Meeting.
- d) An object of the Society is to encourage the presentation of recent and not necessarily completed research work at the Annual Scientific Meeting.

A summary of each paper, in English, shall be submitted not less than six weeks before the meeting. Copies of the summaries will be distributed at the meeting. The names of the speakers and the titles of the papers will be published by the Society but not necessarily the contents, since incomplete work may be included.

- e) Clinical research carried out by members of the Society should conform to local and national ethical codes. The councillors of the Society reserve the right to

request information on the ethical basis of work submitted for presentation to the Society's meetings and to refuse material submitted should they decide that it does not meet generally accepted ethical criteria for such investigations.

13) Alterations to the Constitution

- a) Amendments to the Constitution must be proposed in writing to the Secretary by any five members or by the Council not less than six months before the next AGM.
- b) The Secretary shall notify all members of the proposed amendment not less than five months before the next AGM.
- c) Any member may submit written counter-proposals to the Secretary, not less than three months before the next AGM.
- d) The Secretary shall notify all members of any counter-proposal not less than one month before the next AGM.

APPENDIX

- i) Full membership of the Society will be open to eligible doctors who work in countries which border the Mediterranean Sea as well as those to the north which fall within the conventional definition of Europe.
- ii) Candidates for membership of the Society must complete the application form currently in force and send it to the Secretary General together with a copy of their curriculum vitae and letters of recommendation from two full members of the Society. Candidates should intend to pursue a career with a major interest in paediatric nephrology and should have at least two years of full-time training in paediatric nephrology or paediatric nephrology-related research before their election. The application documents must reach the Secretary General before 15th January of the year in which the candidate wishes to be elected. Late or incomplete applications will be deferred until the following year.
- iii) The President of the Congress must select a Committee, with the Secretary General of the Society as an ex officio member, to advise on the scientific content of the Annual Scientific Meeting. It is open to the President of the Congress to nominate the Council of the Society for this purpose if he or she so wishes.
- iv) The membership fee for full and affiliate members will be reduced to 50% of the current rate when they notify the Secretary General of their retirement from active practice.