

Statues of the International Organization for Medical Physics (IOMP)

The following amended Statues were approved at the Council meeting of the IOMP during WC2015, on the 9 June 2015, at Toronto, Canada

1 Aims and Functions of the Organization

- 1.1. The objectives of the International Organization for Medical Physics are:
 - 1.1.1 To organize international cooperation in medical physics and to promote communication between the various branches of medical physics and allied subjects.
 - 1.1.2 To contribute to the advancement of medical physics in all its aspects.
 - 1.1.3 To advise on the formation of national organizations of medical physics in those countries which lack such organizations, and also the possible formation of national committees in those countries where there is more than one medical physics organization.
- 1.2 For these purposes it shall have the power:
 - 1.2.1 To set up bodies for specific purposes which will further the objectives of the Organization.
 - 1.2.2 To organize or sponsor international conferences, regional and other meetings or courses.
 - 1.2.3 To collaborate or affiliate with other scientific organizations.
 - 1.2.4 To develop any activity deemed helpful to the forwarding of its declared objectives.

2 Membership

- 2.1 Categories of Member. There are **five** membership categories:
 - 2.1.1 National Organizations. In countries where more than one national organization wishes to join, the recognised national body shall be a national committee representing all members of such national medical physics organizations.
 - 2.1.2 Regional Organisations. Several national organizations, within a region may form a regional group.
 - 2.1.3 Corporate. Institutions or commercial firms supporting the objectives of the IOMP are eligible for corporate membership.
 - 2.1.4 Individual. All medical physicists of national organizations which are members of IOMP are individual members of IOMP. Exceptionally, membership by an individual, or a group of individuals, may be allowed when membership through an organization is impractical.
 - 2.1.5 Affiliate Member. An International or National Organisation, whose field of activity is within the scope of the IOMP and which seeks for closer cooperation.
- 2.2 Council has the discretion to allow modifications to the above to meet special circumstances and all Membership is at the discretion of the Council.

3 Membership Dues

- 3.1 Members will pay annual membership dues as determined by Council.

3.2 The Officers shall have power to waive, make arrangements, or reduce the membership dues if special circumstances make this desirable.

3.3 Regional organisations shall not be assessed for annual membership dues.

4 Council

4.1 The Council is the ultimate authority of the IOMP.

4.2 The Council, the Officers of the Organization and the committees shall act in accordance with the Statutes and Bylaws.

4.3 The Council shall be guided in all its decisions by the tradition of free international scientific cooperation.

4.4 The Council consists of:

4.4.1 The delegates appointed by the national organizations in accordance with the following schedule:

No. of Members	No. of Delegates	Voting rights
< 10	1	no
10 to 100	1	yes
101 to 400	2	yes
More than 400	3	yes

4.4.2 The officers of the Council (see sect.5).

4.4.3 The immediate past Secretary-General.

4.4.4 Two representatives from each Regional Organization.

4.4.5 The chair of each committee.

4.4.6 The Editor of *Medical Physics World*.

4.4.7 Corporate Members who are non-voting members.

4.4.8 Non-voting Observers can be invited to attend the Council by the Officers.

4.5 Council Meetings

4.5.1 At least one physical Council meeting is to be held during the World Congress on Medical Physics and Biomedical Engineering. Between World Congresses, electronic (virtual) meetings of the Council will normally be held on an annual basis. Additional Council meetings may be convened by the President or the Executive Committee.

4.5.2 If a delegate is unable to participate in a Council meeting, the appropriate national or regional organizations is expected to designate an alternate and the Secretary-General must be notified of such designation.

4.5.3 Delegate(s) from national organizations that are more than one year in arrears for annual dues may participate in Council Meetings but have no voting rights.

4.5.4 The Chair of the Council meeting shall normally be the President.

4.5.5 A quorum at Council meetings shall consist of one third of the Council delegate(s) (or alternate(s)) with voting rights.

- 4.5.6 Each Council member has one vote except those Council members (or alternates) with no voting rights and observers.
- 4.5.7 No Council member (or alternate) shall have more than one vote.
- 4.5.8 The Chair shall vote only in the case of a tie.
- 4.5.9 All Individual Members of the IOMP can attend physical Council meetings as observers. They may ask questions and speak with the Chair's permission, but may not vote if not otherwise a voting member.
- 4.5.10 All issues, except those involving a change in the Statutes, will be decided by simple majority vote among those Council members participating. Matters not listed in the Agenda may be discussed, but no final decision may be taken; they must be decided by electronic ballot (or postal ballot for those without access to electronic communication) or virtual meeting or referred to the next Council meeting.
- 4.5.11 The Council shall enact Bylaws for operating the IOMP.

5 Officers

- 5.1 The Officers of the IOMP shall be:
 - 5.1.1 **The President**, who shall hold office for one period only between World Congresses on Medical Physics and Biomedical Engineering. The President remains an Officer of the IOMP having become the Immediate Past President for the next period. After that period the President shall not be eligible for immediate re-election as an Officer of the IOMP.
 - 5.1.2 **The Vice President**, who shall be the President Elect, holding office for one period before taking office as President.
 - 5.1.3 **The Secretary-General**, who shall hold office for one period and be eligible for re-election for one further period only.
 - 5.1.4 **The Immediate Past President**.
 - 5.1.5 **The Treasurer**, who shall hold office for one period and be eligible for re-election for one further period only.
 - 5.1.6 Such other officers as may be agreed by Council. These officers are eligible for re-election for one further period.
- 5.2 The Vice-President, Secretary-General, and Treasurer shall be elected by the Council, 3 months prior to the World Congress on Medical Physics and Biomedical Engineering by virtual ballot and postal ballot (for those without access to electronic communication). The Officers shall take office at the conclusion of the General Assembly.

6 Executive Committee

- 6.1 The Executive Committee shall consist of the Officers and the Chairs of Committees and shall be chaired by the President.
- 6.2 The Executive Committee may invite individuals as non-voting Observers to its meetings.

- 6.3 The Executive Committee is responsible for implementing the decisions of the Council, for performing the operational business of the Organization and for proposing to Council strategies to take forward the objectives of the IOMP.
- 6.4 The Executive Committee is empowered to act on behalf of the Council where prompt action is deemed necessary in its judgment. Such actions shall be reported by mail or e-mail to all Council members.
- 6.5 The Executive Committee shall meet on a regular basis.
- 6.6 The Executive Committee decides and implements operational methods.

7 Committees

- 7.1 In order to further the objectives of IOMP committees are created by Council, after advice from ExCom.
- 7.2 The membership and charge of the committees of the IOMP shall be specified in the Bylaws.
- 7.3 The Chairs of Committees, except those that are ex-officio, shall be elected by the Council, 3 months prior to the World Congress on Medical Physics and Biomedical Engineering by virtual ballot and postal ballot (for those without access to electronic communication). The Chairs shall take office at the conclusion of the General Assembly.
- 7.4 The Chairs of committees shall nominate members of their committees. The committee members shall be approved by the Executive Committee.

8. Individuals with Designated Responsibilities

- 8.1 The Council or the Executive Committee may appoint individuals with designated responsibilities as specified in the Bylaws. Where appointed by the Executive Committee the appointment shall be ratified by Council at the next Council meeting.
- 8.1.1 The editor of the Medical Physics World is elected by Council.

9 Administration

- 9.1 The Secretary General is responsible for the general administration and for the secretariat of the IOMP.
- 9.2 The official centre of the Organization shall be either the office of the Secretary-General or such permanent office as the Council may decide.
- 9.3 The Secretary-General acts as secretary to the Council and the Executive Committee.

10 Finance

- 10.1 The Treasurer shall be responsible for overseeing the financial activities of the IOMP.

- 10.2 Financial authority may be delegated by Council to Committees, individual Officers or members of the secretariat as specified in Bylaws.
- 10.3 Financial regulations and procedures will be set out in the Bylaws or in separate documents approved by the Executive Committee and reported to Council.
- 10.4 Annual accounts will be prepared in accordance with good practice and relevant legislation. The accounts will be audited or reviewed by a qualified independent accountant appointed by the Executive Committee, and presented to the Council for approval.

11 General Assembly

- 11.1 The General Assembly consists of all the members of the IOMP.
- 11.2 The role of the General Assembly is to enable a direct dialogue by individual Members with the Council and to inaugurate the new Council and Officers.
- 11.3 A meeting of the General Assembly shall be held during each World Congress, preferably before the second Council meeting.
- 11.4 The Executive Committee shall be responsible for preparing an Agenda for the General Assembly.
- 11.5 All members may attend and speak at General Assembly Meetings.

12 Modifications to the Statutes

- 12.1 A copy of any proposed modifications to the Statutes must be transmitted to the presiding officer of each national and regional organization as well as to Council members.
- 12.2 A modification of the Statutes shall be deemed carried by a minimum vote in favour of two thirds of the voting members participating in a Council meeting.

13 Dissolution

- 13.1 If it is proposed to dissolve the IOMP, the presiding officer of each national and regional organization must be informed in writing at least six months before a decisive vote is taken.
- 13.2 The Council shall have power to dissolve the IOMP provided that at least two thirds of all the members of the Council who have voting rights, vote for dissolution in a written or electronic (postal ballot for those without access to electronic communication) ballot, of which all Council members must be notified, by e-mail or mail if necessary.

- 13.3 If the Council decides upon dissolution of the IOMP then all outstanding debts of the Organization must be settled forthwith from the existing funds or from contributions from national organizations. Any remaining assets shall be distributed among national organizations in proportion to the contributions these same organizations have subscribed to the IOMP during the two years prior to dissolution. All such distributions of assets must be used exclusively for educational or charitable purposes.