

Constitution
for the
European Radiation Dosimetry Group (EURADOS)
February 2021

§ 1

Name, domicile, financial year

- (1) The name of the Association is "European Radiation Dosimetry Group" (referred to as EURADOS or the Association). The Association was entered into the Register of Associations in Germany and "e. V." (stands for "eingetragener Verein") is annexed to its name.
- (2) The Office of the Association is in 85764 Neuherberg, Germany.
- (3) The financial year of the Association corresponds to the calendar year.
- (4) The language used by EURADOS is English. Documents with importance for the German fiscal authority and Register of Associations will be translated into German by the Office.
- (5) The applicable law is German law.

§ 2

Purpose of the Association

- (1) The Association serves the promotion of research and development and European cooperation in the field of the dosimetry of ionising radiation.
- (2) The aims of the Association are in particular:
 - (a) to advance the scientific understanding related to the dosimetry of ionising radiation.
 - (b) to promote the technical development of dosimetric methods and instrumentation and their implementation in routine dosimetry.
 - (c) to contribute to the compatibility of the dosimetric procedures used within the EU and their conformance with international practices.
 - (d) to stimulate scientific collaboration and the dissemination of results between European laboratories and the active co-operation with other similar associations in neighbouring areas.
 - (e) to maintain active links and exchange with the broader community of international dosimetry laboratories.
- (3) The scope of EURADOS includes the fields of radiation protection, retrospective dosimetry, individual and environmental radiation monitoring, radiobiology, and diagnostic and therapeutic applications of radiation in medicine.
- (4) The aims are achieved by maintaining a network which includes experts, reference laboratories, research laboratories, and dosimetry services, to enable appropriate specialist groups to be formed in a timely manner to solve problems or promote research identified within EURADOS or upon request from external bodies. The principal activities encompass Working Group (WG) coordination, organisation of scientific meetings and training activities, intercomparisons, benchmark studies, and management of databases and web sites. The results of the activities are published in EURADOS Reports and in the open literature.

- (5) The purposes pursued by EURADOS domestically and internationally are exclusively of a non-profit character within the meaning of the section "Tax-privileged purposes" of the German Fiscal Code.
- (6) EURADOS will act selflessly and does not predominantly pursue its own financial interests.
- (7) EURADOS' funds may be used only in the short term and for purposes in accordance with the Constitution. The Members will not get any financial support from the Association because of their membership. In case of exclusion from EURADOS or upon dissolution of the Association the Members will not be allowed to make financial demands to EURADOS. No Member shall be given a benefit through reimbursement of expenses incurred for purposes which are not in compliance with the Association's aims.

§ 3 Membership

- (1) EURADOS is composed of the following membership categories:
 - (a) Voting Members
 - (b) Associate Members
 - (c) Honorary Members
- (2) Voting Members
 - (a) Voting Members are institutes, laboratories or companies concerned with carrying out or promoting scientific research and development in dosimetry, or who are involved in the harmonisation of dosimetry.
 - (b) Each Voting Member will nominate a permanent representative (delegate) and a substitute who must be employees of the Voting Member institute. The delegate or the substitute shall attend the General Assembly and shall be authorised to take actions and make the statements necessary for membership purposes. Exceptionally, if the permanent representative is not available, it is possible for them to nominate another person to act as a substitute on their behalf.
 - (c) A Voting Member has to contribute actively to the activities of EURADOS, through his representative, substitute or other employees, by attending the General Assembly and actively contributing to the WG actions.
 - (d) An application for membership must be submitted in writing to the Secretary. Admission of Voting Members to EURADOS requires a secret ballot in which at least two thirds of the Voting Members present or represented at the General Assembly vote in favour. The voting bulletin should have two options: "in favour" or "opposed". Abstentions do not count.
 - (e) The Voting Member representative and substitute, if applicable, are encouraged to become Associate Members.
- (3) Associate Members
 - (a) Associate Members are scientists who contribute to the objectives or activities of EURADOS. Associate Members are employees of the Voting Members, staff of other

institutions of the dosimetry research community participating in EURADOS, or persons otherwise active in the field of dosimetry for ionising radiation.

- (b) Associate Members are proposed for associate membership by at least two Voting Members and must be accepted by the Council.
 - (c) Associate Members may participate in the General Assembly in an advisory capacity without voting rights.
 - (d) Associate Members may request reimbursement of travel and subsistence costs for activities in the framework of the purpose of the Association. The rules for reimbursement are set up by the Council and communicated to the Associate Members.
- (4) Honorary Members
- (a) Honorary Members are individual scientists who have made outstanding contributions to the realisation of the aims of EURADOS.
 - (b) Honorary Members are proposed for honorary membership by a Council Member, Voting Member or a WG Chair and have to be accepted by the General Assembly. Following acceptance, honorary membership status is conferred by the Council.
 - (c) Honorary Members may participate in the General Assembly in an advisory capacity without voting rights.
 - (d) Honorary Members may request reimbursement of travel and subsistence costs for activities in the framework of the purpose of the association. The rules for reimbursement are set up by the Council and communicated to the Honorary Members.

§ 4 Termination of membership

- (1) Voting membership ends:
 - (a) By dissolution of the Member or termination of the Member's activities in the subjects which encompass the Association's scope;
 - (b) By withdrawal from the Association;
 - (c) By exclusion of the Member;
 - (d) By the dissolution of EURADOS.
- (2) Withdrawal from Voting membership shall be declared to the Chairperson in writing.
- (3) Exclusion from Voting membership on the grounds of no longer fulfilling the required conditions membership, failure to participate in the work of the Association, or deviation from the aims of EURADOS to its detriment, shall be decided by the Council. In particular, 1) if the delegate or the substitute does not attend the General Assembly for three consecutive years or 2) if any employee of the Voting Member does not contribute to at least one WG, by providing significant relevant advice on the conduct of WG business, carrying out research (including communication with outside organisations) or producing substantive text for, or editing, reports or publications for more than 2 years, then their membership will end. Before a decision is taken the Member must be given the opportunity to comment on the reasons for their lack of contribution and to distribute a written statement relating to the occurrence, which will then be taken into consideration by the Council.

- (4) Associate membership ends:
- (a) On request of the Associate Member.
 - (b) When contributions to the objectives or activities of EURADOS are no longer foreseen. In particular, when the Associate Member is no longer responsive to communication from EURADOS.
 - (c) By the dissolution of EURADOS.

§ 5

Bodies of the Association

The bodies of the Association are:

- (a) Executive Board;
- (b) Extended Executive Board;
- (c) Council;
- (d) General Assembly.

§ 6

Executive Board & Extended Executive Board

- (1) The Executive Board consists of the Chairperson and the Vice-Chairperson.
- (2) The Chairperson or the Vice-Chairperson is the legal representative of EURADOS in litigation and for all other purposes.
- (3) The Chairperson and the Vice-Chairperson are elected by ballot by the General Assembly by a simple majority of the valid votes cast. The voting bulletin provided to the Voting Members at the General Assembly will have a list of candidates, with one box to tick or not, only one vote is possible otherwise the vote is invalid. Abstentions are regarded as invalid votes and therefore not as cast votes. In the event of a tie vote, an additional election will be performed amongst the persons in the tie. In the event of a further tied vote, the present Chairperson may exercise an additional casting vote. They are elected for a term of three years; re-election is possible for one further term.
- (4) If the Chairperson and the Vice-Chairperson are elected before the end of the present term, the voting record shall state the starting date of the transfer of office. Before this date, they may attend Council meetings in an advisory capacity without voting rights.
- (5) The Extended Executive Board consists of the Chairperson, the Vice-Chairperson, the Secretary and the Treasurer.
- (6) The Secretary and the Treasurer who are Council Members will be elected by the Council by a simple majority of the valid votes cast. Abstentions are regarded as invalid votes and therefore not as cast votes. They are elected for a term of three years; re-election is possible for three more terms.
- (7) If there is a serious reason for it, the Chairperson and the Vice-Chairperson can be deselected by the General Assembly with a two-thirds majority of the valid votes cast, and

the Secretary and the Treasurer can be deselected by the Council with a two-thirds majority of the valid votes cast.

- (8) The Extended Executive Board is responsible for the daily management of the Association.

§ 7 Council

- (1) EURADOS shall be administered by a Council consisting of at least eight but no more than twelve Associate Members. The number of Council Members will be determined by the General Assembly.
- (2) The elected Chairperson and Vice-Chairperson are automatically Members of the Council. The other Members of the Council shall be elected by ballot by the General Assembly. The voting bulletin provided to the Voting Members at the General Assembly will consist of a list of candidates, with one box for each candidate to tick or not. The maximum number of ticks is the number of vacant places in the Council. Elected are those with most votes. Abstentions are regarded as invalid votes and therefore not as cast votes. In the event of a further tied vote, an additional election will be performed amongst the persons in the tie. In the event of another tied vote, the Chairperson may exercise an additional casting vote. The elections will be managed/supervised by an election committee of three Council Members who are not candidate. Council Members are elected for a term of three years; re-election is possible for two more terms (except for Secretary and Treasurer who, at the end of their third term, may be elected for one further term). After a period of at least one year since the end of the maximum number of terms, Members can stand for re-election in the Council. At the end of their terms, the outgoing EURADOS Chairperson or Vice-Chairperson are treated as new Members of the Council, and may serve again in the Council for other three consecutive terms.
- (3) The Council may co-opt persons who, when appointed, must be confirmed at the next General Assembly of EURADOS. Co-opted Members may not vote until their ship is confirmed at the General Assembly.
- (4) The Council performs acts of management and administration taking account of opinions expressed by the General Assembly excluding acts which are tasks of the General Assembly.
- (5) The Council is convened by the Chairperson as often as necessary or by request of at least 25% of Members of the Council. The Chairperson or in his or her absence the Vice-Chairperson chairs the Council meetings.
- (6) Resolutions of the Council require a simple majority of votes of the Council Members present; in the event of a tied vote, the Chairperson may exercise an additional casting vote.
- (7) Minutes shall be drawn up of each Council meeting. A draft of the minutes is to be circulated to all Council Members within six weeks after the meeting. If there are no written objections from a Council Member within a period of four weeks following circulation, the minutes are considered as approved and final. The minutes will be signed by the Chairperson and the Secretary. The minutes shall be distributed to the Voting Members by the Secretary and are accessible to all Members on request.
- (8) Resolutions of the Council shall be entered in the minutes for each meeting.

- (9) The Council forms a quorum if at least 50% of its Members are present, excluding co-opted Members.
- (10) The Council may authorise the setting up of WG to operate within specific scientific areas and shall decide standing orders for these WG.
- (11) Members of the Council may be dismissed by the General Assembly by a secret ballot in which at least four fifths of the Members present or represented at the General Assembly vote in favour.

§ 8

General Assembly

- (1) The General Assembly is composed of the delegates of the Voting Members.
- (2) The General Assembly is responsible for the governance of EURADOS and for the approval of objectives and strategy.
- (3) The General Assembly will transfer the execution of tasks or parts of them to the Council.
- (4) The General Assembly meets at least once every two years, presided over by the Chairperson or in his or her absence either by the Vice-Chairperson or by another Member of Council elected by the General Assembly.
- (5) The General Assembly shall be convened by the Secretary of the Council with a given agenda. Notice of meetings of the General Assembly will be sent to the Voting Members at least two months before the fixed date. No other substantive business or motions will be accepted for debate at the meeting unless agreed by two thirds of the Voting Members present and voting. All notifications to the Members are given by mail to their last known address, and by electronic mail (email).
- (6) In addition, the General Assembly may be convened by the Chairperson at the request of the Council, or at the request of at least one third of the total number of Voting Members.
- (7) A Voting member is entitled to designate in writing any person as a replacement of the permanent representative or as the substitute to represent the Voting Member at the General Assembly.
- (8) Each Voting Member has one vote. The General Assembly forms a quorum if at least 50% of the Voting Members are present or represented except for decisions stated in §11 and §12. Voting on any resolution on the agenda is by a simple majority of present and represented Voting Members, unless otherwise stated.
- (9) The General Assembly may take its decisions by written procedure if the majority of Voting Members agree in writing to the subject on which a decision is to be taken. In urgent cases decisions can be taken by email if the majority of Voting Members agree by email explicitly to the subject on which a decision is to be taken.
- (10) Minutes of each meeting shall be drawn up. A draft of the minutes is to be circulated to all Voting Members not more than six weeks after the meeting. If there are no written objections from Members within a period of four weeks following circulation, the minutes are considered as approved and final. The minutes will be signed by the Chairperson and the Secretary of the Council. The minutes are distributed to Voting Members and are

accessible to all Members on request. No resolution shall be passed on any subject which has not been put down on the agenda, except for a resolution which can be passed by two thirds of those Members present at the Assembly.

- (11) Resolutions of the General Assembly shall be entered in the minutes.

§ 9 Budgets and Accounts

- (1) The Association's means of revenue consist of:
 - (a) Contributions from Members, if the General Assembly decides to levy such;
 - (b) Gifts and legacies;
 - (c) Grants which may be accorded to it;
 - (d) Receipts from activities carried out in accordance with the non-profitable objectives of the Association.
- (2) The Council shall appoint auditors by 1 October of the current financial year who will check the adequate and orderly use of funds.
- (3) Every year the Council shall submit the accounts of the past financial year and the budget for the next one to the General Assembly for approval.

§ 10 Intellectual property rights

- (1) EURADOS will seek to efficiently identify, appropriately protect and document valuable intellectual property (IP) generated under the joint research work. EURADOS will adopt an open access policy regarding uses of project know-how and IP for exploitation and research, making rights to IP accessible to the other Members and to the dosimetry research community as far as possible.
- (2) Intellectual property arising in the scope of joint research work will be dealt with in accordance with the EURADOS IP Terms, laid down separately in the Rules of Procedure, unless otherwise agreed in writing.

§ 11 Modification of the articles of the Constitution

- (1) The General Assembly may take decisions concerning amendments to the Constitution only if at least two thirds of the Members entitled to vote are present. If less than two thirds of Voting Members are present or represented at the General Assembly, then the matter shall be resolved by postal ballot with a return date no later than 3 months after the General Assembly. Voting papers not being returned within the time limit are considered as abstentions. Amendments require agreement by at least two thirds of the Members entitled to vote.

- (2) A decision to modify the purpose of the Association (§2 of this Constitution) can be taken only if the non-profit character of the Association is not set aside and if all Voting Members agree.
- (3) If the fiscal authority or the register of associations objects to a section of this Constitution the Chairperson and the Vice-Chairperson can align this section according to the request without need for approval of the Members of the Association, who must be informed of the changes.

§ 12 Dissolution

- (1) The General Assembly may decide to dissolve the Association only if at least three fourths of the Members entitled to vote are present. The decision on the dissolution of the Association can be taken only by the General Assembly, with a two-thirds majority of the valid votes cast. Abstentions are regarded as invalid votes and therefore not as cast votes.
- (2) Unless otherwise decided by the General Assembly, the Chairperson and the Vice-Chairperson together are the liquidators authorised to represent the Members.
- (3) In the case of dissolution of the Association, abolition or lapse of the tax privileged status, any assets available shall be transferred to a legal representative within public law or another tax privileged society which will solely and directly use the assets for the non-profit purpose of promotion of research and development. The responsible financial authority shall formally approve the proposed use before any resolutions regarding the use are passed.

§ 13 Rules of Procedure

- (1) The Rules of procedure will be established to specify the measures to carry out the present Constitution, such as the tasks of the bodies of the Association and the Office, the rules for protecting intellectual property, the procedures for membership application and for the operation of the WG.
- (2) The Rules of Procedure will be proposed by the Council and must be agreed by the General Assembly. They shall be published as a supplement to this Constitution. All such Rules of Procedure and bye laws shall be consistent with the Constitution of EURADOS.

§ 14 Code of Ethics and Code for Management of Conflicts of Interest

EURADOS adopts, maintains, and displays to all Members, employees and the public, a Code of Ethics and a Code of Management of the Conflicts of Interest. All Members and employees should be aware of and abide by these codes.

The Constitution was established by the General Assembly on 3rd of February 2021.

Neuherberg, 3 February 2021.