



Bylaws

Article 1

1. Professional associations and groups

1.1

Professional associations or groups of orthodontic specialist as indicated in the Constitution, article 5, are only accepted as members in the European Federation of Orthodontic Specialists Associations (EFOSA) if they consist exclusively of orthodontic specialists, and if they contain at least 70% of those specialists, who are registered as such in their country.

1.2

The same conditions apply to professional associations or groups of practitioners, who have a comparable education and working conditions as orthodontic specialists, but who, as indicated in article 5.2 of the Constitution, still await official recognition and registration.

1.3

Professional groups can only be accepted as members within the EFOSA if:

1. they are clearly defined groups.
2. they are in the position to decide on their own professional matters.
3. they have their own representatives in international organizations.

1.4

Each member association or group is represented by two delegates, and may bring one guest to the meetings of the Assembly.

2. Council

2.1 President

The President is formally responsible for the proper general functioning of the EFOSA.

The President or his/her replacement opens, conducts and concludes the meetings of the Assembly.

2.2 Vice President

The Vice President takes care of the responsibilities and duties of the President, in case of his absence or inability of the latter.

2.3 Secretary

The secretary is responsible for keeping records of the EFOSA. He is in charge of providing the minutes of all meetings. These minutes should be approved by the Assembly and Council respectively and subsequently signed by the President.

2.4 Treasurer

The Treasurer is responsible for the book and all financial affair of the EFOSA.

3. Assembly

3.1 Attendance

3.1.1 The attendance of the Assembly is restricted to the delegates and the invited guests.

3.1.2 Each member can invite 1 guest from its own country.

3.1.3 The Council can invite guests.

3.2 Voting

3.2.1 Members may vote for, vote against or abstain.

3.2.2 Voting is normally done by raising of hands. At the request of one of the members the voting will be performed by ballot.

3.2.3 When a motion is proposed the text of the motion must be read out. Any modifications to the text must be agreed upon before voting.

3.2.4 Once voting begins, there can be no further discussion.

3.2.5 If needed the President appoints a Voting Committee.

3.3 Nomination Committee

3.3.1 A Nomination Committee of three delegates, of whom one will act as a chairman, is appointed by the Assembly. This Nomination Committee will serve for a term of two years.

3.3.2 The responsibility of the Nomination Committee is to propose candidates for the Councilors and Auditors. The Nomination Committee shall strive for representation in the Council from different parts of the European Union.

3.3.3 After the Nomination Committee has approached a prospective nominee for a Council position, the Committee will consult with the National Association or Group he/she represents, if they are willing to support his/her candidacy and provide a written statement as such. Subsequently, the Committee will inform the Council.

3.3.4 A list of candidates should be made available to the Council 6 weeks prior to the meeting of the Assembly at which the election takes place.

3.3.5 Proposed candidates should provide a written statement that they are willing to accept a nomination.

3.3.6 Active members have the right to propose candidates until three weeks prior to the Assembly Meeting. Such a proposal is only valid regarding a candidate for a Council position if it includes the written statement of willingness to accept a nomination and the letter of support of the National Association or Group. The Secretary will inform the delegates about such a proposal, at least two weeks prior to the Assembly Meeting.

3.4 Elections

3.4.1 Elections of the Councilors and Auditors and the names of the candidates have to be announced in the agenda. The voting will be ballot

3.4.2 Elections are for the offices of President , Vice-President, Secretary, Treasurer and Member

3.4.3 The rules for voting in an election are the same as used on other occasions.

4. Financial Contributions

The financial annual contribution for active, provisional and affiliated membership for the national associations or groups will be determined by the Assembly based on proposal by the Council.

5. Language

All meetings will be conducted in the English language. All material that will be delivered to or derive from these meetings will be provided in the English language. Written documents like the Constitution and the Bylaws will be providing in both English and French.

6. Other Activities

The Assembly can decide to organize meetings of a professional nature open to all practitioners belonging to the national associations or groups within the EFOSA. The Assembly can decide to install committees to take care of special tasks or duties.