

# INTERNATIONAL ACADEMY OF LEGAL MEDICINE

## Articles of association

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### *Name and head office*

#### **Article 1**

The International Academy of Legal Medicine, formerly known as the "International Academy of Legal Medicine and Social Medicine" is a non-profit association, governed by the present Statute and in addition by Articles 60 et seq. of the Swiss Civil Code.

It is neutral politically, and non-denominational.

#### **Article 2**

The head office of the association is located in Geneva, Switzerland.

### *Duration, purpose and languages*

#### **Article 3**

The duration of the association is not fixed.

#### **Article 4**

The purpose of the International Academy of Legal Medicine is to:

- further scientific progress in the field of legal medicine;
- further collaboration and information exchange among specialists around the world;
- organize scientific meetings and congresses;
- recommend guidelines governing the various fields of forensic medicine;
- publish scientific journals;
- work hand in glove with other scientific societies;
- make available information and expertise for public inquiries regarding legal medicine.

## **Article 5**

The official language of the Academy is English.

Other languages can be used during work sessions, provided that the official reports for these sessions are written in English.

### *Members*

## **Article 6**

Any graduate who is scientifically and/or professionally working in the speciality of legal medicine and its various fields can become a member of the association.

Membership of legal entities is open to organisations and legal entities (e.g., companies), as an extraordinary member. These members do not have voting rights.

Membership is open to anyone who can prove to the association that he/she is interested in one of the fields of legal medicine as an extraordinary member. These members do not have voting rights.

The association is made up of:

- Full members;
- Extraordinary members;
- Honorary members;
- Emeritus members

## **Article 7**

Applications for membership must be submitted to the Presidium.

Membership applications must include the recommendations of two members of the association, or two scientists, or two recognised professionals. Curriculum vitae may be required.

The Presidium shall decide on matters freely and as a last resort.

## **Article 8**

Membership is lost:

- through death;
- by written resignation via registered post;
- by exclusion ordered by the Presidium for just cause, particularly when a member has engaged in activities that may affect the image and the professional reputation of forensic medicine or that of the association.

## *Honorary Member, Emeritus Member and Awards*

### **Article 9**

May be appointed honorary member:

- scientists and specialists who have made a significant contribution to legal medicine and related fields;
- any other person effectively furthering legal medicine at the national or international level.

Only the Presidium is empowered to propose the award of Honorary Member.

The decision is submitted to the General Assembly for vote.

Honorary members do not pay dues.

Honorary members have the right to vote.

### **Article 10**

Members of the association who have made a significant contribution to the development of the Academy and who have retired from the profession or who have been a member for more than 15 years are eligible for the award emeritus status.

The Executive Committee alone is empowered to award this title. It shall decide freely.

### **Article 11**

The following are entitled to receive the Gold Medal of the Academy :

- scientists and specialists who make a significant contribution to legal medicine and related fields ;
- those who effectively promote legal medicine at the national or international level;
- organizations and public or private entities that provide a substantial contribution to legal medicine or to the association ;
- members of the association who have participated in at least 3 three-yearly meetings, presented at least 3 scientific works and published at least 20 articles in international reference journals on legal medicine and related fields .

Any full member may submit a personal or third-party application to the Committee. Only the Executive Committee is authorised to grant this award.

## *Resources*

### **Article 12**

Annual receipts of the association consist of any income arising from donations and subscriptions from its members, the income from donations and bequests, funds provided on an exceptional basis and the income from payments charged for services rendered.

Solely the assets of the association can be considered to be liable for the commitments it contracted in its name. Any personal liability of its members is excluded.

## *Fees and revision*

### **Article 13**

Each member must pay an annual fee, unless he/she has been exempted. The fee must be paid at the beginning of each year.

The membership fee is proposed by the Presidium and voted in the General Assembly.

There are several categories of fee:

- full member;
- extraordinary member;
- a society admitted as an extraordinary member whose minimum fee must be equal to four times the membership fee paid by a full member. This amount may be higher if the member so wishes;
- a full or extraordinary member from a less developed country whose membership fee is reduced to one-third of the membership fee of a full member.

Upon personal request, senior members may be exempted from the payment of fees. However, they retain their right to vote.

Upon personal request, retired members may be exempted from paying the membership fee. They then lose their right to vote.

Honorary members are exempt from membership fees.

### **Article 14**

During congresses, the cash balance is controlled by two auditors appointed by the General Assembly.

The Academy's accounts and cash balance must be audited once a year by the Presidium at its regular annual meeting.

## *Bodies*

### **Article 15**

The statutory bodies of the association are:

- The General Assembly;
- The Presidium.

## *General Assembly*

### **Article 16**

The General Assembly is the supreme power of the association. It is made up of all the members of the Academy.

The General Assembly is responsible for:

- the election of members of the Presidium;
- receiving the report of the Presidium;
- the election of auditors;
- the discharge of members of the Presidium;
- decisions on the creation of a section;
- congress related decisions;
- decisions regarding changes to the articles of association;
- decisions on the dissolution of the Academy ;
- decisions regarding honorary members.

### **Article 17**

Ordinary General Assemblies are held during the General Congress of the Academy .

The invitation to the General Assembly and the corresponding agenda are sent by the Secretary of the Presidium six weeks before the date of the General Assembly.

Any item that is not on the agenda may be raised and discussed at the General Assembly, provided that all the members approve it. However, this provision does not apply to fundamental points, such as amendments to the articles of association, increase of membership fee or dissolution of the Academy .

### **Article 18**

The Presidium is empowered to convene an Extraordinary General Assembly.

An Extraordinary General Assembly shall be convened if at least one fifth of the voting members send a request to the Presidium. The application must state briefly for what purpose this Extraordinary General Assembly is to be held, as well as the agenda of the latter.

The present Statutes were adopted on occasion of the General Assembly in Fukuoka on June 6<sup>th</sup> 2018

The President

Prof. S.D. FERRARA

The Treasurer

Prof. T. FRACASSO

## **Article 19**

Decisions are adopted by simple majority, unless otherwise specified.

Decisions concerning the modification of the articles of the association and the dissolution of the Academy are adopted if three quarters of the members present vote in this sense.

## **Article 20**

A postal ballot, electronic or postal, may be organised by decision of the Presidium.

The postal voting procedure must ensure that each voting member receives the necessary information and a letter and reply form to be returned to the Secretary of the Presidium within eight weeks.

The vote count of a postal ballot is monitored and recorded in its entirety.

## **Article 21**

An electronic voting procedure may be organised by decision of the Presidium. The voting members who have paid their dues shall be indicated by the treasurer.

The electronic voting procedure indicates that a motion to be put to the General Assembly for vote should be brought to the attention of all members entitled to vote by electronic notification.

Each member receives by email a document explaining in detail the motion and has 21 days to respond.

Electronic voting is considered valid when at least one third of the members entitled to vote reply to the email inviting them to take part in the vote.

The motion is deemed accepted when two-thirds of the members who replied to the invitation approve it.

Minutes will be provided with the results of the voting procedure.

## *Presidium*

### **Article 22**

The Presidium is authorized to carry out all acts that further the purposes of the association. It has exclusive jurisdiction in all matters that have not been explicitly assigned to the General Assembly.

### **Article 23**

The Presidium is made up of a President, the past President, two Vice-Presidents, a Treasurer and a Secretary who represent the Executive Presidium. The Presidium can be completed by the representatives of the sections, the head of international relations and

the head of the scientific committee.

#### **Article 24**

The Presidium members are elected by the General Assembly.

The Presidium makes appointments for the various positions that are put to the General Assembly for vote.

If more than one candidate is nominated, a secret ballot must be held. Candidates shall be elected by a simple majority.

#### **Article 25**

The term of office is three years. The elected Presidium takes office on 1st January of the year following the elections.

Except for the position of President, who can be reelected only once, all mandates are renewable.

#### **Article 26**

The Presidium must meet at least once a year. The date must be chosen by the President and the Secretary, who must notify the members of the date and place of the meeting at least four weeks before the date of the meeting. The agenda must be sent to them at the same time.

Meetings shall take place in hotels or by teleconference .

A report presenting the activities and finances of the association must be prepared by the Presidium each year and presented to the General Assembly.

#### **Article 27**

The association shall validly be represented by two members of the Executive Presidium in matters delegated by the President.

With regard to legal representation, the association shall validly be represented by the signature of the President and at least one member of the Executive Presidium.

The Executive Presidium may co-opt its consultants and representatives when necessary.

#### **Article 28**

The head of international relations of the Academy, who must assume as effectively as possible the function of "Minister of Foreign Affairs" of the association, is supported in his activities by a group of assistants acting as ambassadors of the Academy, with the aim of developing and maintaining a network of relations with different scientific societies, organizations and institutions.

A part of the annual budget of the association, approved by the Presidium, must be devoted to the funding of these activities.

## *Subcommittees*

### **Article 29**

The Presidium shall establish a "Scientific Committee" to advise the Presidium on scientific matters.

The Scientific Committee shall bring together all the former Presidents of the Academy who are not members of the Presidium but who are still full members of the Academy.

### **Article 30**

The Presidium must set up a "Young Scientific Committee" with 10 members, i.e., 2 young researchers under 35 years of age for each of the 5 continents (Europe, Africa, Asia, Oceania and America).

The role of the Young scientific committee is to organise scientific and/or didactic events, including training courses. These events are organised at least once a year under the supervision of the scientific committee.

### **Article 31**

Specialist consultants in different fields of legal medicine may be appointed by the Presidium to form advisory groups.

The list of advisory group members can be provided upon request addressed to national and international bodies.

### **Article 32**

The Presidium may appoint a supervisory committee to oversee the organisation of the Congress and the publication of its minutes.

## *Sections*

### **Article 33**

Within the association, it is possible to form sections divided up by continents, other relevant geographical areas or sub-areas of Legal medicine.

The creation of a section must be approved by the General Assembly.

To be created, a section must have at least 50 full or extraordinary members who have paid their dues.

#### **Article 34**

Each of these sections is required to establish a set of rules specific to its structure and objectives .

This regulation must be approved by the General Assembly.

#### **Article 35**

Each section is represented by a delegate in the Presidium. This representative has the right to vote.

Sections should consult with the Presidium before making major statements . Sections must report on their activities to the General Assembly.

#### **Article 36**

- The continental sections are as follows:
- Europe,
- North Africa,
- Central and Southern Africa,
- Middle East,
- Central Asia,
- Far East
- North America ,
- Central and South America ,
- Oceania.

#### **Article 37**

The establishment of a Committee of Regional Representatives made up of members of national societies and/or academic bodies is possible by vote of the General Assembly.

#### **Article 38**

A Youth section bringing together young researchers who are under 35 years old can be formed .

### *Meetings and publications*

#### **Article 39**

The Academy shall meet during its three-yearly Congress, intermediate meetings and symposia.

The Presidium and the Scientific Committee are responsible for the organization

of the main three-yearly Congress, in collaboration with the President of the Congress.

At the suggestion of the Presidium, the General Assembly may decide to organise the main congress at other frequencies.

The organisation of intermediate meetings and symposia must be proposed by at least one member of the Presidium. These events are to be held between two major three-yearly Congresses.

The Presidium shall appoint a President for each meeting and symposium.

The Presidium and the Scientific Committee are responsible for organising intermediate meetings and symposia, in collaboration with the President of the intermediate meeting or symposium.

Each meeting president must send the President of the next meeting funds equivalent to the amount he himself received from his predecessor.

#### **Article 40**

The official minutes of the Congress shall be entitled "Acta Medicinae Legis."

These minutes will be published under the supervision of the Presidium, in collaboration with the President of the Congress.

Ownership rights in this publication shall be held by the Academy.

#### **Article 41**

The official publication of the Academy is "The International Journal of Legal Medicine".

This journal contains a special section on the communications of the Academy. The Committee is responsible for the topics covered in this section.

All members can subscribe to the journal at a reduced rate.

## *Amending the Articles of Association*

### **Article 42**

The General Assembly has the inalienable right to adopt or amend the articles of association. The Executive Committee may propose amendments to the articles of association.

The Executive Committee shall submit to the General Assembly for vote a proposal to amend the articles of association if it has been requested by one-fifth of the members. This request must be addressed to the Executive Committee within a reasonable and sufficient time before it is held.

Proposals to amend the articles of association must be brought to the attention of all members when the notice convening the General Assembly, together with the agenda, is sent.

Any amendment to the articles of association must be approved by three quarters of the members in attendance.

## *Dissolution*

### **Article 43**

The Executive Committee may propose a motion for dissolution.

The Executive Committee shall submit to the General Assembly for vote a motion proposing dissolution if it has been requested by one fifth of the members.

Dissolution of the Academy is valid only if the Executive Committee has informed all the members of the motion at least three months before the date of the General Assembly.

The dissolution must be approved by three quarters of the members in attendance.

## *Charitable status*

### **Article 44**

While pursuing its objectives, the Academy must maintain its non-profit nature at all times and must act exclusively and directly in the interest of the Academy.

The funds of the Academy must only be devoted to the appropriate objectives defined by the articles of association. Members and the Committee do not receive any dues or remuneration from the funds of the Academy.

The academy must not support anyone in a way that may be detrimental to the association's goals and should not offer any inappropriate benefits to anyone.

These articles of association were adopted by the General Assembly of Fukuoka, Japan, on June 6<sup>th</sup> 2018.

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