

Nordic IVF Laboratory Society

By-laws 31.08.2013

§1. The Nordic IVF Laboratory Society is an independent organisation in the Nordic countries for persons working in IVF laboratories or for persons with scientific interest in infertility treatment.

§2. The objectives of the Society are:

- a) To arrange a Nordic meeting for the members of the Society with not less than 2 years intervals**
- b) To create a forum for the exchange of information and knowledge among IVF laboratories in the different Nordic countries.**
- c) To create scientific relations and cooperation among IVF laboratories within and among the Nordic countries.**
- d) To organise a network among the Nordic IVF laboratories, where communication concerning new and/or relevant techniques, material etc. can be brought up.**
- e) To create network with other IVF- societies.**

The objectives of the Society are sought to be fulfilled through one bi-annual meeting for the members of the Society.

§3. Membership of the Society.

Persons living in the Nordic countries working with reproductive medicine.

§4. Membership fee.

Membership fee shall be determined by the General Assembly.

§5 The Board

The Society is directed by the Board. Board members are elected by the general assembly. The Board consists of a minimum of 4 members and a maximum of 8 members with a minimum of one representative from Finland, Sweden, Norway, and Denmark. Election of board is performed at every general assembly and re-election of board members can take place once.

The function time for a board member is 2 year s and maximum time 4 years. The board members constitute themselves; election of chairman, treasurer and secretary. The general assembly elects two auditors-

Chairman will be elected in Annual General Assembly.

The chairman shall decide when board meetings are to be held. Board meetings shall also be called when three board members so demand. Minutes shall be kept of all Board meetings.

§6. General Assembly and the meeting

The General Assembly is the highest authority of the Society and decisions are made by simple voting majority.

The Board shall facilitate and see to that a meeting for members with a General Assembly will be arranged with at least 2 years intervals. The meetings shall rotate between the Nordic countries. The Board shall make sure that the meeting is arranged at the time and in the form decided by the General Assembly. The Board shall make efforts to make the meetings as inexpensive for the members as possible.

The invitation to the general assembly must be sent to the members minimum 4 weeks in advance together with the agenda for the meeting. The agenda should contain the election of a chairman for the general assembly, annual report from the Board, treasurer's report and budget, membership fee and election of Board members.

§7. Economy

The economy of the Society is primarily based on revenue from meetings and membership fees (§4).

§ 8. Language

Official language of the society will be English.

§9. Changes to the By-laws

Changes to the By-laws can only be done after decision on a general assembly, where more than 50% of the present members have voted for the changes. Proposition of changes to the By Laws must be submitted in written form to all members of the Society at least 4 weeks before the General Assembly.

§10. Dissolution

Dissolving of the society or merging with other societies can only take place if the proposal has been on the agenda of an ordinary or extra ordinary general assembly. If, after voting there is a majority in favor of the proposal, a referendum on the proposal must be held among all members. The proposal is accepted if the majority of the received votes are in favor of the proposal. The fate of any assets of the Society is determined at the referendum in accordance with the objectives mentioned in §2.

Approved in Helsinki 31st of August 2013.

Sirpa Mäkinen

Chairman of Nordic IVF Laboratory Society