

**International Society for Violence and Injury Prevention
(ISVIP)**

Bylaws

Version 1.4 - March 22, 2006]

ARTICLE I, NAME AND LOCATION

Section 1. Name

The name of the organization shall be the International Society for Violence and Injury Prevention (ISVIP), hereinafter called the organization.

Section 2. Registration and status of the Organization

**The organization is registered as
International Society for Violence and Injury Prevention
No. 802425-0667 (Swedish Taxation Authorities under
Category 72 Other foundations)**

County: 01 Stockholm, Municipality:80 Stockholm (Sweden)

The principal office of the organization shall be designated by the Board of Directors. The office of the organization carries out all executive tasks agreed by the Board of Directors and executed under the responsibility of the Executive Committee.

ARTICLE II, MISSION OF THE ORGANIZATION

The organization is dedicated to establishing global commitment to violence and injury prevention through advocacy and public policy action and consequently by enhanced research, education and prevention efforts.

The goals of the organization are to:

- Facilitate information exchange, collaborative efforts and partnerships among practitioners, policy makers, advocates and researchers;
- Advocate at national and international level for increasing investment in injury and violence prevention and research;
- Organize scientific conferences and meetings, particularly the World Conferences on Injury Prevention and Safety Promotion under the agreement established with WHO and the groups of WHO Collaborating Centers;
- Promote capacity development for injury and violence prevention and research.

ARTICLE III, MEMBERSHIP

Section 1. Membership

Membership of the organization is open to individuals who support the mission of the organization. Upon payment of the registration at the first World Conference, 2006 (valid for one year) registrants will automatically become members of the organization. After that procedures for member recruitment will be executed by the Board.

Section 2. Membership Categories

1. Individual membership

Individual membership is open for any individual who has an interest in injury research and prevention. Individual members possess one vote in the elections or meetings of membership – the Assembly.

2. Affiliated member organizations

This relates to international or regional societies and associations which are connected to the mission of ISVIP and want to link in with the activities of ISVIP and its policy and decision making process. Affiliated member organizations do not hold office nor vote in the elections or meetings of membership.

3. Public and Corporate sponsors – Sustaining members

Public and Corporate bodies that endorse the principles of the Society and want to contribute financially to support it are registered as Sustaining Members. These Sustaining Members do not hold office nor vote in the meeting of membership.

Section 3. Honorary Lifetime Memberships

The Board may propose to award a limited number of complimentary lifetime memberships each two years to individuals who have a long-term history of supporting global commitment to violence and injury prevention. Nominations for lifetime memberships shall be presented to and endorsed by the meeting of members by simple majority vote.

Section 4. Termination

Membership will cease to exist:

- on termination of membership by the member and/or by not paying the fee;
- on dismissal of membership by the organization in case the member acts contrary to the principles and objectives of the organization;

Dismissal of a member requires a two third majority vote in a Assembly meeting of members.

ARTICLE IV, BOARD OF DIRECTORS

Section 1. Board Membership

Board membership in the organization shall be open to members in good standing. Board membership in the organization shall be open to individuals who have an interest and stake in injury prevention and safety promotion. Board membership shall be a minimum of eleven (11) and a maximum of fifteen (15) members – preferably uneven numbers. Board membership shall be comprised of a broad representation from various sectors and disciplines and shall seek to include a balanced geographical (seeking members from each region of the World) and gender representation. All Board members will be elected at the Assembly meetings on proposal from the Election Committee (the first meeting represented by the Interim Steering Committee). The Election Committee consists of three members and three personal substitutes appointed by the Assembly.

Section 2. Terms

Board members shall be elected to serve for four years. Elections for Board members the first time (2006) shall be for two or four years, approximately half and half. From 2008 Board members are elected for a four year term at one point in time and the other half are elected for a four year term two years later.

A Board member may be elected to back-to-back terms. However, no Board member may serve more than two back-to-back four year terms, for a total of eight years. Board members who have served eight years shall be eligible to run for the Board again two years after the end of that initial eight year period.

Section 3. Vacancies

The Chairperson, with a majority of Board approval, may appoint a person to fill the unexpired term of any Board member until the next Assembly meeting. The fulfillment of any unexpired term shall not be counted toward the term of Board membership.

Section 4. Powers

The Board of directors has the powers to review and approve:

- state of affairs in the organization;
- policies pursued;
- balance sheet and profit and loss account;
- budget for current and following financial year, as presented by the Executive Committee (article VIII) and the office of the organization; and
- membership fee for the next bi-annum.

ARTICLE V, BOARD MEETINGS

Section 1. Annual Meeting

The Board shall meet at least once each year. Membership fees are decided by the Board – year by year.

Section 2. Other Meetings

Meetings of the Board may be held at such time, date, and location determined by the Chairperson. Notice of the meetings shall be sent at least 14 days prior to the meeting. Meetings may be conducted in person or by telephonic communication. If a situation arises which requires a vote by the Board, the Chairperson shall call a specific meeting, if time permits. If time does not permit, the Chairperson shall notify all Board members and conduct a vote by e-mail. For all in person meetings, all Board members who present themselves or participate by telephone for such as a meeting shall constitute a quorum, sufficient to conduct business.

Section 3. Voting

Each Board member shall be entitled to one vote in accordance with the terms and provisions of these Bylaws. Decisions are made by simple majority of votes cast.

ARTICLE VI, OFFICERS

Section 1. Officers

The Officers of the organization shall be the Chairperson, vice Chairperson, Secretary and Treasurer.

Section 2. Election of Officers

A Chairperson, vice Chairperson, Secretary and Treasurer shall be elected the same way as all Board members by a simple majority in the Assembly meeting.

Section 3. Terms

The Chairperson, vice Chairperson and Treasurer shall serve for a four year term, with the exception of the first period. The first period the Chairperson and the Secretary will be elected for only two years. A Chairperson, vice Chairperson, Secretary or Treasurer may be elected to back-to-back terms. However, no Chairperson may serve more than two back to back two year terms, for a total of four years.

Section 4. Vacancies

If any officer position becomes vacant, the Executive Committee (see article VIII) shall make recommendations to the Board of qualified Board members to fill the vacancy. The Board may elect a qualified person to fill such vacancy for the unexpired term.

Section 5. Duties of Officers

Chairperson:

The Chairperson shall serve as first in line to represent the organization. The Chairperson shall, in carrying out the duties for the organization, serve as Chairperson of the Board of Directors and the Executive Committee. The Chairperson shall make an annual report on the affairs of the Board and fiscal and financial status of the organization. The Chairperson shall communicate to the organization or to the Board of Directors, such matters and make such suggestions as may, in his/her opinion, tend to promote the welfare and increase the usefulness of the organization, and shall perform such other duties as required of the office of Chairperson or as may be prescribed by the Board of Directors.

Vice-chairperson:

The Vice-chairperson shall act in the capacity of the Chairperson at the chairperson's bidding or in case of absence of the Chairperson. The Vice-chairperson shall also be responsible for fulfilling duties delegated to him/her by the Chairperson. The Vice-chairperson shall automatically fill the unexpired office of Chairperson if the latter office shall become vacant or when the annual term of the office of Chairperson is complete.

Treasurer:

In the first period when the financial situation is still unclear the organization should not have any employees. When the finances are stable financial management of the organization is vested in the professional staff that shall be appointed by the Board of Directors. The Treasurer is an over site position. The Treasurer shall be kept informed of all monies received and expended for use of the organization and shall be informed of all disbursements authorized by the Board.

The Treasurer shall furnish to the organization at each annual meeting, and at such times as called on by the Board of Directors, a financial statement of all receipts and disbursements since the last annual meeting; and this statement, together with all books, vouchers, and all necessary documents shall be available for audit

ARTICLE VII, COMMITTEES

Committees may be established by the Board to address issues of interest to the organization. Each committee shall be chaired by a member, appointed by the Chairperson as soon as possible and then confirmed at the annual meeting.

The committees shall report to the Board at the annual meeting. Between Board meetings, the committees may act on behalf of the organization to fulfill its objective and purpose upon consultation with the Chairperson.

ARTICLE VIII, EXECUTIVE COMMITTEE

Section 1

There shall be an Executive Committee composed of the Chairperson, vice-Chairperson, Secretary and Treasurer.

Section 2

The Chairperson of the organization shall be also the Chairperson of the Executive Committee.

Section 3

The Executive Committee shall have the power to conduct business of the organization between meetings of the Board of Directors. All business activity will be reported to the Board at the next meeting.

Section 4

The Executive Committee shall meet upon call by the Chairperson.

ARTICLE IX, MEETINGS OF MEMBERSHIP

Section 1

Meeting places and dates for the membership of the organization, shall be set by the Board of Directors; and the membership of the organization shall be given at least thirty (30) days notice of any meeting so called.

Section 2

At bi-annual Assembly and special meetings of the membership of the organization, all members who present themselves for such a meeting shall constitute a quorum.

ARTICLE X, ELECTION PROCEDURES

Section 1

Board members shall be elected by a vote of members present at one of the biannual meeting of membership in conjunction with the bi-annually held World Conferences. Any member of the organization shall be eligible for nomination to office.

Section 2

Election procedures shall include nomination by the Board of Directors, first time directly themselves to the Chair of the Interim Steering Committee and thereafter by the Election Committee appointed by the Assembly. Names will be solicited from the membership prior to the election.

Section 3

A list of nominated candidates shall be presented to the membership 30 days prior to the bi-annual meeting of membership. The Election Committee shall make a determined effort to assure global representation as well as representing different areas of violence and injury prevention among the candidates nominated for election. However, the members in the Assembly meetings are always free to nominate alternative candidates and simple majority votes by the members decide who will be elected.

Section 4

The first time members shall vote for their eleven choices out of the names presented and nominated, i.e. they possess 11 votes. The alternatives are to vote for the 11 members suggested by the Interim Election Committee or to change up to six nominees by other nominees. From 2008 when an ordinary Election Committee is in function the candidates are presented one by one and alternative candidates can be suggested. Candidates with the most number of votes shall be elected as Board members. The number of candidates nominated and the number of choices that

members should vote for can be amended as needed by a simple majority vote of the Board. There is no minimum or maximum number of candidates to be nominated except that there shall be more candidates than positions, as indicated above.

Section 5

Members who cannot attend the World Conference may vote by letter prior to the Conference, so that votes are received at the secretariat prior to the bi-annual meeting, so that votes can be tabulated along with the votes cast directly at the World Conference. Members who are not able to attend the World Conference may also vote by proxy, in a manner to be established by the Board. Procedures for assuring anonymous balloting by mail shall be established by the Board. However this principle doesn't apply to the first meeting (Durban 2006) because there are no other members than those present. Ballot papers can only be delivered on location in Durban.

ARTICLE XI, FISCAL YEAR

The fiscal year of the organization shall be January 1 through December 31, if not otherwise decided, depending on country where society is registered.

ARTICLE XII, AMENDMENTS

Section 1. Amendments

The Bylaws will be established at the Assembly meeting 2006 on a proposal from the Interim Steering Committee and presented by the Chair of that Committee. Thereafter the Bylaws may be amended by a vote of two-thirds of the members present at the Assembly meeting or a special meeting called for that purpose. Notice of proposed Bylaw changes shall be provided to the members at least thirty (30) days prior to the meeting.

ARTICLE XIII, ANNUAL FINANCIAL REVIEW

There shall be a review of the organization's accounts and finances every second year before the bi-annual meeting. . The Accountant and personal substitute, elected by the General Assembly, is the function that has to review the finances on behalf of the members and give a written and signed statement. This statement must end with a recommendation to the Assembly members on

“Freedom of Responsibility” for the Board. The Assembly then decides on that with a minimum of 2/3 of the votes. Unanimous decisions are especially noted in the protocol.

ARTICLE XIV, DISSOLUTION

The organization shall use its funds only to accomplish the purpose and objectives specified in these Bylaws, and no part of said funds shall inure, or be distributed to the Board members for their personal benefit. On dissolution, any funds remaining shall be distributed to one or more regularly organized and qualified charitable, educational, scientific, or philanthropic organizations, with similar principles and goals as ISVIP to be selected by the Board.

ARTICLE XV, INDEMNIFICATION

The organization shall indemnify and hold harmless any Board member or agent who acts in good faith to fulfill their obligations as a Board member or agent. The organization shall act to indemnify any Board member or agent of the organization against expenses incurred in connection with any proceeding against the organization, individual Board member, or agent if the Board member or agent acted in good faith and in a manner which the person reasonably believed to be in or not opposed to the best interests of the organization. No indemnification shall be provided in respect to any claim, issue, or matter in which the Board member or agent was liable for negligence or misconduct.