

By-laws of the Biometric Section

Approved on December 5, 1995

General

1. The Biometric Section (hereafter 'the Section') is a section of the Dutch Society for Statistics and Operational Research ('Vereniging voor Statistiek en Operationele Research', hereafter 'VVS'), established in accordance with Article 22 of the Constitution of the VVS.

Mission and scope

2. The mission of the Section is to promote the study and application of statistics in biology, agriculture, medicine and other related fields.

Means

3. The Section's means to achieve this goal shall be:

- a. organizing meetings, lectures, conferences and excursions;
- b. stimulating scientific contact between members;
- c. raising professional standards;
- d. attaining acknowledgement of the discipline;
- e. furthering publications;
- f. stimulation of and collaboration in training and tests;
- g. initiating and maintaining internal and foreign contacts;
- h. means in the field of public relations, other than the aforementioned;
- i. all other legal means possible within the framework provided by the VVS.

Membership

4. Membership of the Section shall be open to Members of the VVS only. Any Member of the VVS shall be able to join the Section by making his or her wish to do so known to the Secretary of the VVS. With due regard for Article 25 of the Constitution of the VVS, the Section may also admit Associate Members.

5. Membership of the Section shall be terminated by termination of Membership of the VVS (in accordance with Article 6 of the Constitution of the VVS) or by written resignation of the Section Membership to the Secretary of the VVS, at least one month before the end of the calendar year.

Board of the Section

6. The Board of the Section shall consist of voting and non-voting members. The voting members shall be at least three and at the most five in number. Among these shall be at least a President, a Secretary and a Treasurer. Every Working Group (see Article 15 of these By-laws) shall be represented on the board by its President. Working Group representatives shall be non-voting members.

7. Nomination of Board Members:

- a. Every Member of the Section shall be eligible for selection to a position on the Board.
- b. Candidates shall be nominated by the Board.
- c. Alternatively, any group of at least five Members of the Section may nominate candidates for vacancies on the Board.
- d. Nominations shall be announced in writing to all Members of the Section at least two weeks before the Annual Meeting of the Section (see Article 18 of these By-laws).

8. Election of Board Members:

- a. Election of Board Members shall take place during the Annual Meeting of the Section.
- b. The President shall be elected as such.

- c. If there are no opposing candidates, the candidate nominated by the Board shall be elected by default.
- d. If there are two or more nominations for a certain vacancy, the election shall be by ballot. Every Member of the Section present at the meeting shall cast one ballot for every vacancy voted upon. If the votes are equally divided, the candidate nominated by the Board shall be elected.

9. The Board shall fill any casual vacancies until the next Annual Section Meeting.

10. Executive committee:

- a. The executive committee shall consist of the President, the Secretary and the Treasurer, who shall manage day-to-day business and represent the Section out of court.
- b. A member of the Board shall be the contact for the Coordination Committee.

11. Resignation of Board Members:

- a. Every member of the Board shall resign within two years after his or her election, in accordance with a roster of resignation to be drawn up by the Board. Resigning members may be re-elected twice, except the President, who may be re-elected only once. Any member filling a casual vacancy shall take his or her predecessor's place in the roster.
- b. As soon as a Working Group's representative resigns from his or her post in the Working Group, his or her membership of the Board shall be terminated.

12. The President of the Section shall preside at the meetings of the Board and of the Section.

13. The Secretary of the Section shall:

- a. convene the Section meetings;
- b. draw up the minutes of Board and Section meetings;
- c. conduct correspondence on behalf of the Section;
- d. draw up an annual report on behalf of the Board, to be presented to the Annual Meeting of the Section;
- e. send a copy of the annual report to the Secretary of the VVS.

14. The Treasurer of the Section shall:

- a. have the care and custody of all monies belonging to the Section. He or she shall be authorized to make expenses within the framework of the approved budget;
- b. render account for this by presenting a list of assets and liabilities over the past year to the Annual Meeting of the Section;
- c. upon approval by the Board send a copy of this list to the Treasurer of the VVS, together with the pertaining evidence;
- d. before the turn of the calendar year, send a copy of the budget approved by the Annual Section Meeting to the Treasurer of the VVS for approval by the VVS Board.

Working Groups

15. Within the Section's field of activity, several areas of attention can be distinguished. The Section Board shall establish Working Groups which shall attend to activities as described in Article 3 of these By-laws, especially under 3a and 3b, in such areas. Working Groups consist of Section Members who are interested in the specific areas of attention. The Board shall have the authority to establish Working Groups on recommendation by the Section Meeting or without such recommendation. The Section Meeting shall have the authority to discontinue an existing Working Group.

16. Boards of Working Groups:

- a. Every Working Group shall have a Board consisting of at least a President, a Treasurer and a Secretary. The offices of Treasurer and Secretary may be held by one and the

same person.

b. The Working Group Board shall be appointed by the Board of the Section. Each Board Member's maximum term of office shall be six years.

17. Every Working Group shall have the right to draw up its own By-laws. Such By-laws shall not conflict with the Section's By-laws and shall be subject to approval by the Board of the Section.

Annual Meeting of the Section

18. The Annual Meeting of the Section shall be held in the autumn. In this Meeting:

a. the Board of the Section shall report on the past year by presenting the annual report;

b. the Treasurer of the Section shall render account for the Section's financial management over the past year;

c. the working plan for the next year shall be established;

d. the budget for the next year shall be established and subsequently sent to the Board of the VVS for approval;

e. members of the Section Board shall be elected (if necessary);

f. decisions shall be made concerning other matters on the Meeting's agenda.

19. Votes and decisions:

a. Every Section Member present shall be entitled to cast one vote. Votes concerning persons shall be done by ballot; votes on matters shall be done by show of hands.

b. Decisions shall be made by simple majority, unless these By-laws state otherwise.

c. The announcement made at the Meeting by the President that the Meeting has come to a decision shall be decisive. The same is true of the content of any decision which has been made, insofar as the vote concerned a non-written proposal. However, if the correctness of the aforementioned announcement is disputed immediately after it has been made, a new vote shall be held if the majority of those present at the Meeting, or – if the original vote was not held by call – a person present and entitled to vote requires it. The new vote shall make void the original vote.

20. The Secretary shall send the summons and the agenda with the pertaining documents to all Members of the Section at least two weeks before the date of the Meeting.

21. An extraordinary meeting of the Section may be convened as often as the Section Board deems necessary and may also be convened if a request to that end, signed by at least ten Members, is submitted to the Section Board, with mention of the item or items these Members wish to see discussed. If the Section Board has not honoured such a request within six weeks after having received it, the signatories shall be entitled to convene the meeting, with due regard for the provisions made in these By-laws.

Financial means

22. Financial means and refund arrangement:

a. Every year the Section shall dispose of an amount of money, equal to the contribution which an additional membership of a VVS section entails, for every one of its Members.

b. If the surplus in the Section's annual list of assets and liabilities surpasses the amount placed at the Section's disposition on account of Article 22a of these By-laws in the year preceding the past year, the surplus shall be at the VVS's disposal. The aforementioned assets do not regard any financial means obtained from outside.

23. The budget shall list all financial means made available by the VVS and the Section's own receipts, as well as all expenditure, making a division into expenditure from means made available by the VVS and expenditure from the Section's own means.

24. The financial year shall coincide with the calendar year.

25. Management of financial means over the past year shall be examined by the Audit Committee of the VVS.

26. Financial means of the Working Groups:

a. Insofar as the Section's budget permits, the Board shall allocate a guaranteed amount to each Working Group for every half-year period in order to cover the expenses indicated in the budget submitted by the Working Group.

b. Only the Board of the Section shall have the authority to make agreements with third parties which lead to financial obligations for the Section. The Board of the Section may transfer this authority to a Working Group Board for a specific activity.

c. If a Working Group shows a surplus closing balance in the annual list of assets and liabilities, the surplus shall be at the Section's disposal.

d. Financial means obtained from outside shall remain at the Working Group's disposal.

General Regulations

27. Pursuant to Article 22 of the Constitution of the VVS, the Section can be terminated only by the general meeting of the VVS.

28. Approval and modification of these By-laws shall be done by the Annual Section Meeting. Contrary to Article 19 of these By-laws, at least two thirds of the votes cast at the meeting shall be required to this end. Pursuant to Article 24 of the VVS's Constitution, the approval of the VVS board is subsequently required.

29. In cases not provided for by these By-laws nor by the Constitution and By-laws of the VVS, the Board of the Section shall decide.