

INTERNATIONAL LEPROSY ASSOCIATION CONSTITUTION AND BYE-LAWS

CONSTITUTION

1. *Name*.—The name and title of this organisation shall be THE INTERNATIONAL LEPROSY ASSOCIATION, with its French equivalent, SOCIÉTÉ INTERNATIONALE DE LA LÈPRE.

2. *Purposes*.—The purposes of the Association shall be to encourage and facilitate mutual acquaintance and collaboration between persons of all nationalities concerned in leprosy work, and the co-ordination of their efforts; to facilitate the dissemination of knowledge of leprosy and its control; to aid in any other practicable manner the anti-leprosy campaign throughout the world; and to this end to publish a scientific journal of leprosy. It shall co-operate with any other institution or organisation dealing with leprosy work.

3. *Organisation*.—There shall be, for purposes of general nature, a general body, which for appropriate particular purposes shall be divided into *regional sections*. There shall be two such sections, to be designated the *Western Section* and the *Eastern Section*, respectively. The Western Section shall comprise the members located in Europe, Africa and the Americas; the Eastern Section those located in Asia and Oceania. Each body shall have an appropriate complement of officers.

4. *Members*.—There shall be two categories of memberships, namely, regular and associate. *Regular membership* shall be limited to persons with recognised medical degrees, and those with other scientific qualifications who are, or have been, actively connected with leprosy work, and, in exceptional cases, others who have rendered signal service to the Association. *Associate membership* shall be open to all other persons who are or have been connected with any phase of leprosy work or who are especially interested therein. Only regular members shall be eligible to vote in the affairs of the Association or to hold any office therein.

5. *Officers and Councils*.—(a) The general officers of the Association shall be a President, two Vice-Presidents, one from each section (the Chairman thereof, *ex officio*), and the General Secretary-Treasurer. The General Council shall consist of these general officers, the Vice-Chairmen and Secretary-Treasurers

of the Sections, *ex officio*, and ten elective members, five from each section. The Editor of the Journal shall also be a member of the Council *ex officio*. The term of office shall be five years, provided that should a Congress of the Association be held before the expiration of this term, an election shall be held at such a Congress. Newly elected officers of the Association shall assume office after the termination of the sessions and functions of the leprosy congress or Association meeting at which they were elected; and until that time they shall be known and recognised as Officers Elect.

(b) Each Section of the Association shall have as officers a Chairman, a Vice-Chairman, a Secretary-Treasurer, who shall be an Associate Editor of the Journal, and four Section Councillors. The term of office shall be five years, provided that should a meeting of the Section be held before the expiration of this term an election shall be held at such meeting.

(c) The President and Vice-Presidents shall not hold office continuously for more than one term.

6. *Offices.*—The location of the official headquarters of the Association, and of the Sections, shall be determined by the General and Section Councils, respectively.

7. *Meetings.*—(a) It shall be a purpose of the Association to hold general meetings or congresses at such intervals and under such conditions as may be determined by the General Council.

(b) Each Section shall similarly hold section meetings at intervals and under conditions to be determined by the Section Council.

8. *Publications.*—The Association shall, as one of its principal activities, provide for the publication of a scientific periodical devoted to leprosy, and this shall be the official organ of the Association; and the Association may, as found desirable and practicable, issue other publications.

9. *Local Branches.*—(a) The Association shall encourage the formation of local branches by its members living in particular countries or regions, and the affiliation of local societies approved by the General Council.

(b) The Association shall seek affiliations of scientific and other societies and organisations working in leprosy which are approved by the Council.

10. *Funds and Expenses.*—(a) Funds for the expenses of the Association, other than for meetings, shall be obtained from membership dues, subscriptions to and sales of its publications,

and by donations and subsidies. Funds for expenses of meetings shall be raised specially through donations or otherwise by, or with the approval of, the General Council for general congresses, and the Section Councils for Section meetings.

(b) Expenditures from the funds of the Association, including allotments for the expenses of the Section offices, shall be by appropriation by the General Council. The Section Councils shall in like manner control expenditures of funds of the Sections.

11. *Seal*.—The Association shall have a common seal, with power to break, change or renew the same at pleasure.

12. *Referendum*.—(a) Any question of general importance to the Association which cannot conveniently be acted upon in a general meeting shall, upon presentation to the General Council on written demand by five members, or by a majority vote of the General Council itself, be referred by the said Council to the membership at large, who shall vote by mail, and except in case of amendment of the Constitution a majority of the votes received shall determine the question and be binding upon the Council.

(b) The same requirements shall apply to referenda by the Section Councils in questions concerning their Sections, except that the number of members required to initiate such action shall be five.

13. *Amendments*.—If notice has been given at a previous meeting, or the membership otherwise notified, the Association may amend any article of its constitution by a two-thirds vote of the members present at any general meeting, or by two-thirds majority of votes received within four months in a postal referendum. Publication of a proposed amendment in the Journal, with a call for votes by mail, shall be considered equivalent to a postal referendum.

BYE-LAWS

1. *Membership*.—(a) Applicants for membership shall direct to the General Secretary-Treasurer (1) a written application for membership, in which shall be given such personal data, including a statement of the applicants' connection with leprosy work, as is provided for by the official application form; and (2) the annual dues. Applicants for regular membership by persons with scientific qualification other than medical, shall also submit (3) a letter of recommendation by a member of the General Council.

(b) Applications for *Associate* membership shall be accepted forthwith and the applicant issued an official membership card.

(c) The names and other pertinent data of applicants for *regular* membership shall be submitted periodically by the General Secretary-Treasurer to the other members of the General Council. Should no objection be received within a period sufficient for replies to be received from all members of the General Council, an applicant shall be considered elected and so notified. Should objection be raised, the objector shall give the reason therefor in writing; the General Secretary-Treasurer shall then notify the other General Councillors of the facts and request a ballot. A majority of the votes received shall be decisive.

(d) In case an applicant for regular membership be found not eligible therefor, but eligible for associate membership, he shall be so notified and invited to accept such associate membership, and in case of refusal his remittance shall be returned.

(e) An associate member shall be changed in status to regular membership upon request accompanied by satisfactory evidence of eligibility.

(f) All members whose dues are paid for the current year shall receive the Journal of the Association.

(g) Any member who fails, in any year, to pay his annual dues previous to the publication of the first issue of the Journal for that year shall be considered in bad standing and shall be removed from the mailing list of the Journal until payment is made, and shall be notified of such action. Upon receipt of payment he shall receive a copy of each issue so withheld if copies are available.

(h) When any member remains delinquent for a full year, he shall be dropped from membership. Any person who has thus forfeited membership shall be reinstated, without payment of back dues, upon request for reinstatement and the payment of dues for the current year.

2. *Election of Officers.*—General Officers and Councillors of the Association, except those who hold such positions *ex officio*, and also the officers and councillors of the Sections, shall be elected by secret ballot by a majority of the votes cast by regular members attending a meeting of the entity concerned, *provided that such* meeting shall be held within less than one year of the expiration of the period for which the officers in office were elected. In case a meeting is not to be held within such period the Secretary of the entity concerned shall, not less

than six months before the expiration of the existing terms, circularise the membership by mail for nominations. In calling for nominations the Council may suggest names for the positions concerned, it being understood that other names may be added or substituted by the membership, subject to the provisions of Section 5(c) of the Constitution. After a lapse of a reasonable time a ballot shall be prepared by the Council concerned on the basis of the replies received, and this ballot shall be submitted to the members. The election shall be decided by a plurality of votes received within a reasonable period.

3. *Duties of Officers.*—(a) The President shall fulfill such duties as custom, parliamentary practice and existing conditions require.

(b) The Vice-Presidents shall, in addition to their functions as Councillors, aid the President in the performance of his duties as may be required, and in case of his death, resignation, or removal from office, the General Council shall select from among them a successor to complete his term.

(c) The General Secretary-Treasurer shall be the custodian of all records and documents belonging to the Association, shall carry on its official correspondence, and shall keep an accurate register of the membership. He shall, in all ways within his power, further the work and usefulness of the Association. He shall demand and receive all funds due to the Association, shall receive all subsidies, donations and bequests made to it, shall deposit all funds received in an accredited bank in the name of the Association, shall disburse such funds on proper authorisation of the General Council attested by the Chairman thereof, and shall submit to the Council a properly audited account at the end of each year or otherwise as required by the said Council. He shall give bond as may be required by the General Council.

(d) In cases of temporary vacancy of any general office, due to absence of the incumbent or other condition preventing him from fulfilling the functions of his office, the said general office shall be filled temporarily by designation by the President.

(e) In case of the death, resignation or removal from office of a general officer or other member of the General Council, the said General Council shall select a successor to serve until the next election.

(f) The Section Officers shall fulfil the duties of their respective offices as determined by custom and by the requirements of these bye-laws. Temporary vacancies shall be filled by designation by the Chairmen of the Councils concerned, and perma-

ment vacancies occurring between elections shall be filled by the Section Councils.

4. *Councils and Committees.*—(a) The general officers and councillors of the Association shall constitute a *General Council*, which shall serve as an executive committee and shall be immediately responsible for the management of the affairs of the Association.

(b) The officers and councillors of each section shall constitute the *Section Council* thereof, and shall be similarly responsible for the executive conduct of the affairs of the Section.

(c) In any meeting of the General Council, or of a Section Council, three shall constitute a quorum provided that one shall be an officer thereof. In any action by such Council that may be taken by mail a majority of such Council shall constitute a quorum.

(d) The General Council, for the Association as a whole, and the Section Councils, for their Sections, shall be empowered to create other committees, permanent or temporary, as may be found necessary or expedient.

5. *Meetings.*—(a) The General Council of the Association together with the Section Council within whose jurisdiction any Congress of the Association is to be held, shall be the Executive Committee in charge of organising that Congress and for this purpose this committee shall be empowered to add to its members and to form such special committees as it may deem expedient. The Council of Section, similarly supplemented as it may deem expedient, shall be the Executive Committee in charge of any meeting of that Section.

(b) Any member of the Association in good standing may register at and participate in a Congress of the Association, but only regular members shall be entitled to vote. Any member of the Association in good standing may register at and participate in a meeting of any Section, but the right to vote in the proceedings thereof shall be restricted to regular members of the Section.

(c) Non-member guests may be invited by the Executive Committee of a meeting to attend such meeting and to present papers and participate in discussions, but not to vote.

(d) A general Congress convened by the Association shall be presided over by the President or one of the Vice-Presidents of the Association, and section meetings by the Chairmen of the Sections or by other officers designated by them. For a Congress convened and supported by another entity, such as a govern-

ment, with the Association cooperating, the presiding officer may be chosen locally. At such meetings shall be heard such addresses, scientific papers and discussions as may be arranged for in the programme. The last session, or a part thereof, of a Congress or of a section meeting shall be a business meeting to receive and act on reports, resolutions, memorials, and such other matters as may be referred to it by the Council of the meeting.

(e) All addresses and scientific papers read before a meeting of the Association, or of a Section thereof, shall be the property of the Association, and shall be forwarded by the Secretary concerned to the Journal of the Association to be considered for publication.

6. *Meeting-Councils.*—(a) The General Council of the Association, supplemented as hereinafter prescribed to form the Council of the Congress, shall meet immediately before the opening of a general congress of the Association to consider matters that may be brought before it, and may adjourn from time to time during the meeting as may be required. The General Council shall, for such purposes be supplemented by one delegate chosen by and from among the members of each country represented at the meeting which is not represented thereat by a member of the said General Council, *provided* that lacking such choice such supplementary representatives shall be selected by the said General Council.

(b) The Council of the Congress shall receive and consider all reports of officers and all resolutions and memorials prior to their submission to the business session of the Congress. It shall approve all such memorials and resolutions in the name of the Association; and in case of failure to approve any such matter passed by a majority vote of such meeting, it shall submit such matter to the membership at large by a referendum.

(c) The Council of a Section, supplemented in the manner prescribed for the Council of a general congress, shall serve as the Council of a section meeting, in a capacity similar to that prescribed for the said Council of a Congress.

7. *Local Branches.*—Local Branches, and societies affiliated with the Association, shall hold meetings as they may find feasible, and may select delegates to meetings of the Association or sections under conditions approved by the Council of the Association, or Section, respectively.

8. *Periodical.*—(a) The name of the periodical of the Association shall be "The International Journal of Leprosy."

(b) In the said periodical shall appear original articles, selected reprinted articles, abstracts, and other material at the discretion of the Editor, and shall be issued regularly at intervals to be determined by the General Council, but not less often than once in three months.

(c) In immediate editorial control of the Journal there shall be an Editor, to be chosen by the General Council and continued in office at its discretion, who shall be assisted by a group of Associate Editors, which shall include the General Secretary-Treasurer of the Association and the Secretary-Treasurers of the Sections *ex officio*, together with such others as may be chosen by the General Council; and these shall constitute an Editorial Board. The Editorial Board shall be assisted by a group of Contributing Editors chosen by the said Board, which endeavor to include at least one person from each country which is represented in the membership of the Association. The General Council may, at its discretion, appoint one or more Assistant Editors, and in case of necessity may appoint one of the Associate Editors to serve as Acting Editor.

(d) The Editors shall examine for suitability all manuscripts submitted to them, whether of original articles, reviews, abstracts, news-notes or other materials, and shall exercise discretion in acceptance to the end that proper standards of quality shall be maintained. They shall select for reprinting articles appearing elsewhere that in their opinion are of sufficient merit.

(e) The language of the publication shall be English, French and Spanish. The Editor shall arrange for translating into one of these languages, all materials in other languages that are to be published.

9. *Dues.*—The dues of all members, whether regular or associate, shall be five dollars (U. S.) or one guinea per annum, and each paid-up member shall be entitled to a subscription to the Journal. Any regular member of the Association may become a life member on payment of a single sum of £20 sterling or \$100 (U. S.).

10. *Amendments.*—These Bye-Laws may be amended, upon motion approved by the Council of a Congress of the Association, by majority vote of the registered voting members present, *provided* that the members be duly informed of such motion at least one day before action is taken; or by a majority of the votes received in a referendum.

11. *Section Bye-Laws.*—The Sections may establish special

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Bye-Laws for their own government, *provided that* these do not conflict with the letter or spirit of the Constitution and Bye-Laws of the Association.

As revised 1932, 1935, and 1948

E. MUIR,
General Secretary-Treasurer.