

# **Statutes of the International Society of Forensic Radiology and Imaging (ISFRI)**

## **I. Denomination, Seat and Goals**

**Article 1** *Legal Designation: an association is formed according to article 60 - 79 of the Swiss Civil Code (Schweizerisches Zivilgesetzbuch, ZGB) and by the present clauses and under the name International Society of Forensic Radiology and Imaging (ISFRI), hereafter called the Society.*

### **Article 2** *Seat*

*The seat of the Society is Zürich, Switzerland (ZH), and the Laws of Switzerland shall apply to the conduct of its legal and contractual activities.*

### **Article 3** *Aims & Objectives*

<sup>1</sup> *The aim of the Society is to promote best practice in forensic radiology and imaging through education and training, research, communication by uniting physicians (in particular radiologists and forensic pathologists), engineers, radiographers, scientists and researchers who are active in the field of forensic radiology and imaging. Specific objectives of the Society are to:*

- a. Strengthen and develop the field of forensic radiology and imaging*
- b. Promote best practice in forensic radiology and imaging through communication and cooperation*
- c. Promote education and specialization in the field of forensic radiology and imaging*
- d. Encourage and develop research programs in forensic radiology and imaging*
- e. Establish quality standards and recommendations for forensic radiology and imaging*
- f. Establish processes for the regulation and certification of forensic radiology and associated imaging sciences*
- g. Provide a journal for the members of the society*

<sup>2</sup> *In the pursuance of these aims and objectives, the Society may engage in contracts of employment and enter into other legal contracts.*

<sup>3</sup> *ISFRI is a non-profit society and does not follow any commercial purposes.*

## **II. Members**

### **Article 4** *Members of the Society*

#### <sup>1</sup> *Full Member*

*Any individual – regardless of his/her nationality or country of residence – may become a Full Member of the Society if his/her main or occasional occupation or his/her specific interest or any other activity of his/hers is related to forensic radiology and imaging, in particular:*

- Physicians specialized in or specializing in the field of radiology*
- Physicians specialized in or specializing in the field of forensic medicine*
- Radiographers and trainees in radiography technology*
- Surveying engineers*
- Computer scientists*

#### <sup>2</sup> *Associate Member*

*The Society offers reciprocal Associate Membership to Full Members of the International Association of Forensic Radiographers (IAFR)*

#### <sup>3</sup> *Institutional Member*

*Any legal entity (including non-profit and for profit organizations) – regardless of its nationality or country of residence – may become an Institutional Member of the Society if its main or occasional*

occupation or specific interest or any other activity of it is related to forensic radiology and imaging, in particular:

- National or International Radiologic Societies
- National or International Societies of Forensic/Legal Medicine

Each Institutional Member is represented in the Society by its President or a designated replacement.

#### <sup>4</sup> Honorary Member

The Society may also confer Honorary Membership on individuals who in the opinion of the Board and General Assembly have made a significant contribution to the field of Forensic Radiology and Imaging. Honorary Members enjoy the same rights as Full Members but are exempted from membership fees.

### **Article 5 Acceptance**

<sup>1</sup> Interested individuals and legal entities can apply for membership in writing to the Secretary of the Society, who will submit the application for decision to the General Assembly.

<sup>2</sup> By applying for membership the applicant accepts the statutes of the Society.

<sup>3</sup> The Board informs the applicant about the decision of the General Assembly. An application may be rejected without giving any particular reasons. The decision of the General Assembly is final.

### **Article 6 Withdrawal**

<sup>1</sup> Any member may withdraw from the Society at any time by giving three months' written notice to the Secretary in writing.

<sup>2</sup> Membership fees for the running year are not reimbursed.

### **Article 7 Exclusion**

<sup>1</sup> The Board may exclude any member

- in case the member jeopardizes the reputation or the interests of the Society
- in case of other important causes

<sup>2</sup> Membership fees for the running year are not reimbursed.

<sup>3</sup> Within 10 (ten) days after having received the decision, a member excluded by the Board may appeal against the exclusion in writing (including means of electronic communication) to the Chair of the Society. The appeal must be dealt with at the next General Assembly when a final decision regarding the disputed membership will be made.

### **Article 8 Expiration**

Membership will expire automatically if the membership fee is not received 28 (twenty-eight) days following the issuing of the second demand note.

## **III. Organisation**

### **Article 9 Organs**

The organs of the Society are:

- A. The General Assembly
- B. The Board
- C. The Auditors

#### **III.A. General Assembly**

### **Article 10 Meeting, convening**

<sup>1</sup> *The General Assembly meets as required but at least once per year.  
The Board decides on the date, place and time of the General Assembly.*

<sup>2</sup> *The convening of the General Assembly requires an invitation to all members.*

<sup>3</sup> *The invitation to an ordinary or extraordinary General Assembly must be made in writing (including means of electronic communication) at least 30 (thirty) days prior to the meeting.*

#### **Article 11 Attendance**

<sup>1</sup> *All members may attend the General Assembly.*

<sup>2</sup> *The Board may decide to invite guests.*

#### **Article 12 Substitution**

<sup>1</sup> *Deleted*

#### **Article 13 Decisions, Quorum**

<sup>1</sup> *Full Members, Institutional Members, and Honorary Members have the right to vote.*

<sup>2</sup> *The General Assembly has a quorum when the number of attending members with voting rights (but who are not Board Members) is more than twice as large as the number of attending Board Members.*

<sup>3</sup> *Decisions are taken by simple majority of the votes expressed, except if stated otherwise.  
Abstentions are not counted.*

<sup>4</sup> *In case of a tie vote, the Chair – and in his/her absence the Vice-Chair – has the decisive additional vote.*

<sup>5</sup> *If the Board circulates a request for a vote in writing (including means of electronic communication) among the members with voting rights and a majority of the votes expressed approves of this request in their response, this decision is equivalent to a decision of the General Assembly.*

<sup>6</sup> *General Assembly keeps a written record of its decisions.*

<sup>7</sup> *Members with voting rights who are unable to attend a General Assembly may vote by correspondence (including means of electronic communication). Any votes expressed by correspondence must be submitted to the Secretary at least 7 (seven) days prior the General Assembly.*

#### **Article 14 Agenda items**

<sup>1</sup> *The agenda is made available to the members by the Board at least 30 (thirty) days ahead of the meeting.*

<sup>2</sup> *Additional items can only be added to the agenda during the General Assembly if 2/3 (two thirds) of the attending members with voting rights support its addition.*

#### **Article 15 Extraordinary General Assembly**

*The Board may call at any time for an extraordinary General Assembly, if business requires. If 30 % (thirty percent) of the members with voting rights submit a corresponding request to the Board in writing (including means of electronic communication), it shall convene an extraordinary General Assembly.*

#### **Article 16 Competences of the General Assembly**

*The General Assembly is the supreme body of the Society. In this function, the General Assembly*

- a. makes all decisions for which it is competent according to Swiss law and the present Statutes;*
- b. oversees the activities of the Society and the Board;*
- c. approves the Statutes;*

- d. *modifies the Statutes;*
- e. *elects and revokes the Board Members;*
- f. *decides, on recommendation of the Board, about the admission of new Full Members and Institutional Members and the appointment of Honorary Members;*
- g. *decides about the membership fees;*
- h. *decides on special events and efforts to promote public awareness of forensic radiology;*
- i. *approves the annual report, annual accounts, the budget and the program of activities;*
- k. *appoints the Auditors;*
- l. *discharges the Board;*
- m. *decides about dissolving the Society.*

### **III.B. Board**

#### **Article 17 Members**

<sup>1</sup> Deleted

<sup>2</sup> *The Board is composed of 4 (four) elected officers: the Chair, the Vice-Chair, the Past-Chair, the Secretary (who also acts as Treasurer), and 2 (two) ex-officio officers: the Liaison Officer of the International Association of Forensic Radiographers (IAFR), and the Liaison Officer to the Journal of Forensic Radiology and Imaging (JoFRI).*

<sup>3</sup> *The Board must be composed of at least 1 (one) radiologist, 1 (one) forensic pathologist or equivalent medical speciality, and 1 (one) forensic radiographer.*

<sup>4</sup> *The Liaison Officer of the International Association of Forensic Radiographers (IAFR) is elected by the International Association of Forensic Radiographers (IAFR). He/she is an ex-officio Board Member and acts as Liaison Officer between the Society and the International Association of Forensic Radiographers (IAFR).*

<sup>5</sup> *The Editor-in-Chief of the Journal of Forensic Radiology and Imaging (JoFRI) (or his/her designated replacement) is an ex-officio Board Member and acts as Liaison Officer between the Society and the Journal of Forensic Radiology and Imaging (JoFRI).*

#### **Article 18 Meeting, Convening**

<sup>1</sup> *The Board meets as required; meetings may be called in writing (including means of electronic communication) at any time by the Chair.*

<sup>2</sup> *Board meetings may be held as conference calls or video conferences.*

#### **Article 19 Attendance**

<sup>1</sup> *All Board Members may attend a Board meeting.*

<sup>2</sup> *The Board may decide to invite guests.*

#### **Article 20 Substitution**

<sup>1</sup> deleted

#### **Article 21 Decisions, Quorum**

<sup>1</sup> *All Board Members have the right to vote. The Board has a quorum when 50% (fifty percent) of its members are present.*

<sup>2</sup> *Decisions are taken by simple majority of the votes expressed. Abstentions are not counted.*

<sup>3</sup> *In case of a tie vote, the Chair – and in his/her absence the Vice-Chair– has the decisive additional vote.*

<sup>4</sup> *A decision of the Board, taken by written procedure, is valid if no Board Member has asked for an oral debate.*

<sup>5</sup> *The Board keeps a written record of its decisions.*

#### **Article 22** *Agenda items*

<sup>1</sup> *The agenda is made available to the Board Members at least 20 (twenty) days ahead of the meeting.*

<sup>2</sup> *Additional items can only be added to the agenda during a Board Meeting if 2/3 (two thirds) of the attending Board Members support its addition.*

#### **Article 23** *Extraordinary meetings of the Board*

*The Board may convene at any time and in writing an extraordinary Board meeting.*

*The Chair may call at any time for an extraordinary Board meeting, if business requires. If 30 % (thirty percent) of the Board Members submit a corresponding request to the Chair, it shall convene an extraordinary Board meeting.*

#### **Article 24** *Elections, Term of office*

<sup>1</sup> *Deleted*

<sup>2</sup> *Beginning with the 2nd ISFRI Congress (in 2013) one Board Member is elected every year for a three years term of office, holding the position of Vice-Chair in the first year, the position of Chair in the second year, and the position of Past-Chair in the third and last year of office. Re-election is possible for 1 (one) additional term of office, but not directly following a complete term of office.*

<sup>3</sup> *Beginning with the 2nd ISFRI Congress (in 2013) a Secretary (who also acts as Treasurer) is elected for a three years term of office. Re-election is possible for 1 (one) additional term of office.*

<sup>4</sup> *Any member with voting rights may submit a candidacy for an office of the Board. All candidacies must be submitted to the Secretary of the Society in writing and no later than 60 (sixty) days prior to the General Assembly. The Board will present all candidates to the members no later than 30 (thirty) days before the General Assembly.*

<sup>5</sup> *deleted*

#### **Article 25** *Competences of the Board*

<sup>1</sup> *Conducts the day-to-day business*

<sup>2</sup> *The business management of the Society is incumbent on the Board. It decides all issues, which are not explicitly assigned to the General Assembly. It constitutes and organises itself. It has the right to conclude contracts and sign other legal documents on behalf of the Society. The Chair can decide (in written form) which board members are allowed to sign contracts in the name of the society.*

<sup>3</sup> *The Board keeps the Society informed about its work.*

<sup>4</sup> *The Board is responsible for the convocation, the agenda and the organization of the General Assembly as well as for the follow-up of the decisions taken there.*

<sup>5</sup> *The Board is responsible for establishing the annual reports, the budget, the annual accounts and the balance sheet.*

<sup>6</sup> *The Board may create (and dissolve) sub-committees and working-groups to manage a specific activity or the Society.*

<sup>7</sup> *The officers of the Board serve on an honorary basis and their compensation is limited to charges and out of pocket expenses incurred in connection with their office. Specific performances beyond the statutory duties by individual officers may be compensated adequately.*

### **III.C Auditors**

#### **Article 26** Auditors and audits

<sup>1</sup> The audit is carried out by either 2 (two) members with voting rights or 1 (one) accredited accountant, appointed by the General Assembly.

<sup>2</sup> The audit examines the balance sheet and the annual account, reports to the General Assembly and proposes the discharge of the Board.

#### **IV. Publications**

##### **Article 27** Publications

<sup>1</sup> The official Journal of the Society is the “Journal of Forensic Radiology and Imaging” (JoFRI).

<sup>2</sup> There is an agreement (named “Journal Sponsorship Agreement”) between the Society, signed by the Founder Chair on behalf of the Society, and the Publisher, Elsevier Limited, regulating rights and duties of both, the Society and the Publisher regarding the publication of the Journal of Forensic Radiology and Imaging (JoFRI).

<sup>3</sup> The Society grants the Publisher the right to indicate that the Society is associated with the Journal and that the Journal is the only official publication of the Society.

#### **V. Finances**

##### **Article 28** Financial year

The financial year coincides with the calendar year and closes for the first time on 31 December 2012.

##### **Article 29** Contributions and Liability

There is no personal liability of the members with respect to the obligations of the Society.

##### **Article 30** Funds, accounting

<sup>1</sup> The Membership fees serve for pursuing the goals of the Society. The Society may accept donations and grants which, in the view of the Board are consistent with the aims, objectives and ethics of the Society.

<sup>2</sup> All revenue and the capital of the Society are to be used exclusively for implementing the goals of the Society.

<sup>3</sup> The Society establishes a balance and a profit and loss statement, as per 31 December of each year.

#### **VI. Modifications of the Statutes and Dissolution**

##### **Article 31** Modifications of the Statutes

<sup>1</sup> The Statutes can be modified by the General Assembly if 2/3 (two thirds) of the attending members with voting rights approve of their modification.

<sup>2</sup> Any proposal to modify the statutes must be made available to the members at least 30 (thirty) days ahead of the General Assembly.

##### **Article 32** Dissolution

<sup>1</sup> The Society can be dissolved at any time by the General Assembly if 2/3 (two thirds) of the attending members with voting rights approve of the dissolution.

<sup>2</sup> Any proposal to dissolve the Society must be made available to the members at least 30 (thirty) days ahead of the General Assembly.

**Article 33** Liquidation

*The Board liquidates the Society.*

*Available liquidation proceeds upon dissolution of the Society shall be distributed to a Swiss or international tax-exempt non-profit organisation with domicile in Switzerland following the same or similar purposes as the society. Any distribution to members is excluded.*

**VII. Final provisions**

**Article 34** Adoption

*These revised Statutes enter into force at the day of their adoption by the General Assembly, i.e. on 15.05.2015*

**Article 35** Tribunal and Swiss Civil Code

*Overriding provisions of Article 60-79 of the Swiss Civil Code are reserved. All legal disputes regarding the present Statutes shall be submitted the competent tribunals in the canton of Zürich.*

*The Chair*

*The Secretary*

*Prof. Dr. Guy Rutty*

*PD Dr. Thomas Ruder*