



# The Constitution of the Association

Revised 12 December 2018

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## 1. Name

The Association shall be called the International Epidemiological Association (hereinafter referred to as “the Association”)

## 2. Mission, Aims and Objectives

- 2.1. The Association’s mission is to promote the highest quality epidemiological practice and its use to solve public health and related problems throughout the world. All Association activities and decisions will be undertaken according to the principles of universality, decentralization, and volunteerism.
- 2.2. The aims of the Association are to:
  - 2.2.1. Facilitate communication among those engaged in research and teaching of epidemiology throughout the world;
  - 2.2.2. Support the development and use of epidemiological methods in all appropriate fields of health including but not limited to social, community and preventive medicine and health services administration.
- 2.3. The strategic objectives of the Association are to promote and encourage the following:
  - 2.3.1. The use of epidemiology and its application to the solution of health and related problems;
  - 2.3.2. The development of epidemiological methods and improvement in these methods;
  - 2.3.3. The communication of epidemiological methods and findings amongst epidemiologists throughout the world as well as amongst others concerned with health;
  - 2.3.4. Co-operation with both national and international organizations which are concerned with the promotion of health in the application of epidemiological methods in the solution of problems;
  - 2.3.5. The dissemination of epidemiological findings nationally and internationally;
  - 2.3.6. The recruitment, education and training of epidemiologists.
- 2.4. These aims and objectives are achieved by holding scientific meetings, seminars and training courses, by publication of journals and other print and online publications, by promoting networking and exchange among members, and by other activities consistent with these aims.

## 3. Membership

- 3.1. Membership shall be open to those who subscribe to the objectives of the Association; members shall be admitted without regard to race, religion, sex, political affiliation, or place of origin.
- 3.2. Membership categories shall be as follows:
  - 3.2.1. Ordinary Members, who shall be individuals engaged in research, teaching or practice in epidemiology;
  - 3.2.2. Joint Members, who shall be individuals who would be eligible for Ordinary Membership and who are already members of an allied organization designated within the Handbook;
  - 3.2.3. Senior Members, who shall be current or new members who have retired from full-time employment and are 60 years of age or older;

- 3.2.4. Early Career Epidemiologists (ECEs), who shall be individuals currently enrolled in a graduate or postgraduate course of study in a subject relevant to epidemiology, or who have worked in the field of epidemiology for not more than ten years;
- 3.2.5. Honorary Members, who shall be those persons selected in recognition of their contribution to the science, or the cause, of epidemiology, or to the Association, and shall be limited to no more than two per cent of the total membership.
- 3.3. Procedures for admission to membership, privileges of membership, subscriptions and other matters associated with membership shall be specified in the Bylaws.
- 3.4. All members in categories that pay membership dues shall be designated as Voting Members and shall be entitled to take part in elections and other votes of membership, and to make nominations for Council members.
- 3.5. No member may transfer their membership to anyone else.
- 3.6. Membership of the Association shall be terminated if:
  - 3.6.1. The member dies;
  - 3.6.2. The member notifies the Association of his or her resignation;
  - 3.6.3. Any subscription moneys owed by the member are more than twelve months overdue;
  - 3.6.4. The Council resolves by at least a two-thirds majority that it is in the interests of the Association that a membership be terminated.
- 3.7. Before any action is taken to terminate a membership:
  - 3.7.1. The member must be advised of the pending action and the reasons for it;
  - 3.7.2. The member must be given twenty-one days to advise the Council as to why he or she should not be removed, in writing or in person as the Council decides;
  - 3.7.3. The Council must take the member's submission into account in making their final decision.

#### **4. Business Meetings**

- 4.1. A General Business Meeting shall be held on the occasion of each World Congress of Epidemiology. The business to be transacted shall include:
  - 4.1.1. Reports from the Officers, including an audited statement of accounts;
  - 4.1.2. Communication of the results of elections;
  - 4.1.3. Items of business that shall have been notified to the Secretary at least four weeks before the date of the meeting;
- 4.2. A Special Business Meeting may be convened at any time by the Council; and shall be convened by the Council on the requisition of not less than ten per cent of paid-up Voting Members. The requisition must state the purpose for which the meeting is required.
- 4.3. Notice of a Business Meeting shall be sent to the membership at least 120 days before the scheduled date.
- 4.4. The quorum for any Business Meeting shall consist of twenty-five paid-up Voting Members. Motions shall be passed by a simple majority of all such Members present and voting unless specified otherwise in this Constitution.
- 4.5. Business Meetings shall be chaired by the President or, if the President is unable or unwilling to take the chair, by the President-elect or, if both the President and President Elect are unable or unwilling to take the chair, by another Council member chosen by the Voting Members.
- 4.6. A postal or electronic ballot may be held on the decision of Council or of a simple majority of those paid-up Voting Members present and voting at a Business Meeting; or any ten per cent of paid-up Voting Members.
- 4.7. Resolutions that are the subject of such ballots shall be carried if a simple majority of votes legally cast are in favor, except where this Constitution requires a different majority.
- 4.8. The results of such a ballot shall be binding on the Association only if fifty per cent or more paid-up Voting Members cast their vote.
- 4.9. The ballot shall be counted by an Officer of the Association or any other individual(s) appointed by the Council to fulfill this role; the results shall be communicated to members within thirty

days after the voting period expires; and all deadlines shall be clearly communicated to members.

## **5. Council**

- 5.1. The Officers of the Association shall be the President, President-elect, Past President, Secretary and Treasurer.
- 5.2. The Council shall be the governing body of the Association and shall comprise the Officers and no less than eight nor more than twelve other paid-up Members, which shall include at least one from each of the Association's regions (the "Regional Councilors"), and an Early Career Epidemiologist.
- 5.3. The Editor(s)-in-Chief of the Association's journal(s) shall attend Council meetings at the invitation of Council on an ex officio, non-voting basis.
- 5.4. Council shall meet twice (incoming and outgoing) at the Association's congress and at other times as they may decide, but not less than three times in total in each term of office.
- 5.5. More than half the voting Council members shall form a quorum and decisions shall be made by a simple majority of those present unless specified elsewhere in this Constitution.
- 5.6. Council may hold additional meetings by telephone, email or other method by which each may communicate with the others. The rules on quorum and decisions as in 5.5 shall apply.
- 5.7. Council shall establish an Executive Committee comprising at least the Officers. The role and responsibilities of the Executive Committee shall be set out in the Bylaws.
- 5.8. Council may also establish other committees, reporting to Council, whose roles and responsibilities shall be set out in the Bylaws.
- 5.9. Council may delegate authority to committees, suppliers or other organizations or individuals, but must prescribe the details of such delegation in writing. Such delegation authority may be revoked by Council at any time. Council may not delegate its ultimate responsibility for the good management of the Association.
- 5.10. Casual vacancies of Office or Council membership may be filled by paid-up Voting Members as decided by Council. Such appointments shall only be valid until the next elections.
- 5.11. Council members may be reimbursed for expenses properly incurred in the performance of their duties, and shall be entitled to the normal benefits of membership afforded to other members, but shall not gain any personal financial benefit from their office.
- 5.12. Council members must declare any conflicts of interest or conflicts of loyalty and must absent themselves from any discussion or vote on any topic on which they are conflicted.

## **6. Election of Council members**

- 6.1. Council members shall be elected from the paid-up Voting Members by postal or electronic ballot prior to a General Business Meeting.
- 6.2. Council members' term of office shall extend from the end of one World Congress of Epidemiology until the end of the next.
- 6.3. The President shall not be eligible for re-election to Council.
- 6.4. No Council member shall serve more than three terms unless elected as an Officer, in which case they may serve a total of not more than six terms, unless elected as President-elect.
- 6.5. The President-elect shall serve one term after which he or she shall take on the office of President without further election, and after which he or she shall take on the office of immediate Past President without further election.
- 6.6. The overall responsibility for managing elections shall reside with the immediate Past President, President and President-elect.
- 6.7. The Council shall convene a Nominating Committee consisting of the immediate Past President, one former member of Council, one paid-up member who has never been a Council member, and one other member appointed by the President and immediate Past President. The Nominating Committee shall be chaired by the immediate Past President. Should the immediate Past President be unable or unwilling to carry out this duty, the President shall chair the Nominating Committee.

- 6.8. Nominations for Council membership may be made by the Nominating Committee or by any two paid-up Voting Members, provided that such nominations are delivered to the specified address before the date advised for the closure of the nomination period.
- 6.9. All nominees must have been paid-up Voting Members of the Association for at least two years before being eligible for nomination, with the exception of any Early Career Epidemiologist, who must be a member, but need not have been a member for two years. All nominees must confirm their agreement to the nomination.
- 6.10. The Nominating Committee shall use all reasonable endeavors to obtain at least two nominations for each vacancy, and that there is an equitable balance of region, gender and career stage.
- 6.11. If there is more than one nomination for any vacancy, a postal or electronic ballot shall be conducted and the candidate(s) with the most votes shall be deemed elected, with the provisos that:
  - 6.11.1. For any election of a Council member representing a particular region, if the candidate with the most votes has received fewer than one third of the total votes cast, then a second ballot shall be held between the two candidates with the highest numbers of votes, and the candidate with the most votes in the second ballot shall be deemed elected;
  - 6.11.2. For any election of a Council member representing a particular region, only paid-up Voting Members who are currently residing in that region are eligible to vote;
  - 6.11.3. For any election of an Early Career Epidemiologist Council member, only paid-up Early Career Epidemiologist members may vote;
  - 6.11.4. If two or more candidates for any elected post receive the same highest number of votes (ie, a draw), a second ballot shall be held among the tied candidates, with the same constituency of members eligible to vote as for the first ballot. In the unlikely event that the second ballot again results in a draw, Council will select one candidate from among those with the tied highest numbers of votes.

## **7. Resignation and removal of Council members**

- 7.1. A Council member ceases to hold office if he or she:
  - 7.1.1. retires by notifying the Secretary in writing, provided that at least three Council members remain as required by the Articles of Incorporation;
  - 7.1.2. is absent without the permission of Council from two successive meetings held and the Council resolves that his or her office be vacated;
  - 7.1.3. dies;
  - 7.1.4. in the written opinion, given to the Association, of a registered medical practitioner treating that person, has become physically or mentally incapable of acting as a Council member and may remain so for more than three months;
  - 7.1.5. is removed by the members of the Association, as detailed in 7.2 below.
- 7.2. A Council member shall be removed from office if a resolution to remove that Council member is proposed at a Business Meeting of the members properly convened in accordance with clause 4, and the resolution is passed by a two-thirds majority of votes cast at the meeting.
- 7.3. Before any action is taken to remove a Council member from office:
  - 7.3.1. The Council member must be given at least twenty-one days' clear notice of the pending action and the reasons for it;
  - 7.3.2. The Council member must be given a reasonable opportunity to make representations to the members of the Association;
  - 7.3.3. The members must take the Council member's submission into account in making their final decision.

## **8. Scientific activities**

- 8.1. The World Congress of Epidemiology shall normally be held every three years and not less frequently than every five years.

- 8.2. The arrangements for the World Congress of Epidemiology shall be as specified in the Bylaws and Handbook.
- 8.3. Other scientific and educational meetings may be held as decided by Council, including but not limited to regional meetings.
- 8.4. The Association shall publish such journals, books or other publications as fit within its mission, aims and objectives.
- 8.5. The Association may establish such prizes, awards and bursaries as Council deems fit, provided they are consistent with the Association's mission, aims and objectives and its nonprofit status.
- 8.6. The Association may work in liaison with the World Health Organization or other organizations.
- 8.7. The Association may carry out any other lawful activities that are consistent with its mission, aims and objectives and with nonprofit law.

## **9. Bylaws**

Bylaws for the conduct of the affairs of the Association shall be made and/or amended by a vote of at least two thirds of the Council.

## **10. Amendments to the Constitution**

- 10.1. Amendments to this Constitution may be made by a two-thirds majority of votes cast by paid Voting Members in a secret ballot at a General or Special Business Meeting or by postal or electronic ballot.
- 10.2. Notice of any proposal to amend this Constitution at a General or Special Business Meeting must be included in the announcement of the corresponding meeting.
- 10.3. The quorum for voting on amendments to this Constitution at a General or Special Business Meeting shall be twenty per cent of all paid-up Voting Members of the Association.
- 10.4. The Council, or a simple majority of all paid-up Voting Members present and voting at a General or Special Business Meeting convened to alter the Constitution, may direct that a postal or electronic ballot be conducted.
- 10.5. The results of any ballot to amend this Constitution shall be binding on the Association if fifty per cent or more of the paid-up Voting Members cast a vote. If fewer than fifty per cent of eligible members cast a vote, then the result shall not be binding and may be implemented or not at the discretion of the Council.
- 10.6. Any ballot shall be counted by an Officer of the Association or any other individual(s) appointed by the Council to fulfil this role, and the results communicated to the members, within thirty days after the voting period expires.
- 10.7. All deadlines shall be clearly communicated to Members by postal or electronic methods as decided by the Executive Committee.

## **11. Indemnification**

To the fullest extent permitted by law, every person who is or was a Councilor, editor or other office holder of the Association shall be indemnified by the Association against all reasonable expenses incurred by him or her in connection with, or resulting from, any claim, action, suit or proceeding in which he or she may be involved by reason of being or having been a Councilor, editor or other office holder.

## **12. Legal structure**

- 12.1. The International Epidemiological Association, Incorporated, is a non-profit corporation registered in Maryland. Its Articles of Incorporation authorize this Constitution and associated Bylaws.
- 12.2. The Association must act at all times in compliance with its Articles of Incorporation and all laws governing 501 (3) (c) nonprofit organizations.
- 12.3. The Officers and Members of Council shall be the sole Officers and Trustees/Directors of the International Epidemiological Association, Incorporated.



# The Bylaws of the Association

Revised December 7, 2018

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## 1. Introduction

- 1.1. The International Epidemiological Association (“the Association”) is constituted as a 501 (c) (3) nonprofit corporation in the State of Maryland, USA. It is governed by its Articles of Incorporation (“the Articles”) and its Constitution. These Bylaws set out the rules for the day-to-day running of the Association.
- 1.2. In the event of a conflict between the Bylaws and the Constitution or the Articles, the Constitution or the Articles shall prevail.

## 2. Membership

- 2.1. The categories of membership are as set out in the Constitution.
- 2.2. Applications for Membership, except for Honorary Membership:
  - 2.2.1. The format of applications and the supporting documentation required (if any) shall be set by Council and details shall be published on the Association’s web site.
  - 2.2.2. Applications for membership shall be reviewed by the relevant Regional Councilor or one or more members of the Executive Committee.
  - 2.2.3. No person shall be deemed to be a Member of the Association unless the procedure has been followed correctly, acceptance has been notified to the Member by the Association, and any membership dues have been paid.
  - 2.2.4. The Council, acting in the best interests of the Association, may refuse to admit any person as a Member, provided the Council has communicated reasons for refusal and the applicant has been given reasonable opportunity to appeal against the refusal.
  - 2.2.5. Senior Members shall pay a reduced membership fee as set by Council.
- 2.3. Honorary Members:
  - 2.3.1. A person may be nominated for Honorary Membership by a member of Council, with a deadline set by Council and at least two months before the next World Congress of Epidemiology.
  - 2.3.2. Honorary Members shall be elected by a unanimous vote of those members of Council present at the meeting at which the vote is taken.
  - 2.3.3. The total number of Honorary Members shall not exceed two per cent of the total membership. Should the percentage exceed this due to a drop in membership totals, then no new Honorary Members may be elected until the proportion is once again below two per cent.
- 2.4. Membership fees and benefits:
  - 2.4.1. Membership fees for all categories of membership shall be determined from time to time by Council, with the exception of Honorary Members, who shall not pay a membership fee.
  - 2.4.2. All members are entitled to receive the International Journal of Epidemiology as part of their membership benefits. Ordinary Members may choose whether to receive combined print and online access, or print only. Other categories receive online access only.

- 2.4.3. Membership shall be deemed to lapse twelve months after expiration of any paid dues period, but may be reinstated by paying any dues outstanding for the current year, without re-application.
- 2.4.4. Notwithstanding clause 2.4.3 above, benefits of membership such as discounted registration fees for IEA meetings shall cease as soon as payment is in arrears and journal access shall cease after three months.
- 2.4.5. In exceptional circumstances the Executive Committee may allow continuation of membership, with or without benefits, for a specified period after the expiration of a paid membership period.

### **3. Council**

- 3.1. The Council is charged with the management of the Association in all subjects not reserved to the vote of members in the Constitution.
- 3.2. As designated in the Constitution, Council shall meet twice (incoming and outgoing) at the Association's congress and at other times as they may decide, but not less than three times in total in each term of office.
- 3.3. Meetings may be held face to face, by email, by telephone or by any other means whereby all members can communicate with each other.
- 3.4. The dates, locations and attendance lists of such meetings shall be included in the Secretary's report at each Business Meeting.
- 3.5. Council may invite people to attend its meetings in a non-voting, advisory capacity.

### **4. Executive Committee**

- 4.1. The Executive Committee shall consist of the duly elected President, Past President, President Elect, Secretary and Treasurer of the Association. Other people may be invited to attend on a non-voting basis.
- 4.2. The President's role shall include leading the Association strategically, representing the Association externally, and chairing Council, Executive Committee and Business Meetings, as well as reporting to Business Meetings. A full role description shall be included in the Handbook.
- 4.3. The immediate Past President's role will be to take part in meetings of Council and Executive Committee to ensure continuity of knowledge and experience; also to take a leading role in Council elections by chairing the Nominating Committee. The immediate Past President also stands in for the President if the President is not available. A full role description shall be included in the Handbook.
- 4.4. The President-elect's role is to take part in meetings of Council and Executive Committee. A full role description shall be included in the Handbook.
- 4.5. The Secretary is responsible for ensuring correct notice of meetings, preparation and circulation of agendas in advance and preparation and circulation of minutes; also for the correct running of elections and General Meetings, and to report to Business Meetings. A full role description shall be included in the Handbook.
- 4.6. The Treasurer's role is to manage the finances of the Association to ensure its financial health, by preparing budgets, ensuring annual accounts are prepared and audited, presenting these to Council for approval, and reporting to Business Meetings; also to ensure that the association has in place good financial management procedures and adheres to them. A full role description shall be included in the Handbook.
- 4.7. The Executive Committee shall operate according to terms set up by Council and published in the Association's Handbook. Its primary role shall be to progress operational issues between Council meetings and to resolve urgent issues insofar as this can reasonably be done without the agreement of the full Council.
- 4.8. The Executive Committee shall meet annually in years when there is no WCE, and at such other times as they may determine.
- 4.9. Meetings may be held face to face, by email, by telephone or by any other means whereby all members can communicate with each other.

## **5. Committees and delegation**

- 5.1. The Council may form committees consisting of members of the Association and may delegate specific aspects of the Association's work to such committees, subject to setting up formal terms for such committees consisting, at least, of the committee's responsibilities and its terms of reference.
- 5.2. Any such committee shall have at least one Council member among its number.
- 5.3. Council shall have the authority to disband any such committee or dismiss any or all of its members.
- 5.4. Each committee shall report to the Council through its chair.
- 5.5. Council shall convene a Nominating Committee at each appropriate time as designated in the Constitution.
- 5.6. Council shall convene a Congress Committee to organize each Congress in association with the Congress host organization. The Congress Committee shall include at least one member of the Executive Committee. The composition and remit of this committee shall be set by Council and published in the Association's Handbook.
- 5.7. Council may delegate specified operational tasks to one or more persons or organizations ("Contractors") appointed by Council, to operate on such a basis and with such fees as Council may decide.
- 5.8. No decisions shall be taken by committees or Contractors that should properly be taken by members, Council or the Executive Committee.

## **6. Regions**

- 6.1. The Association is organized into seven regions: Europe, Eastern Mediterranean, Southeast Asia, Africa, Western Pacific, North America, and Latin America and the Caribbean.
- 6.2. Members shall be classified geographically by their place of employment, or by their place of residence if unemployed or retired.
- 6.3. The purpose of regional activities is to promote at a regional level the Association's mission, aims and objectives as set out in clause 2 of the Constitution.
- 6.4. The Councilor for each region shall be encouraged to strengthen epidemiology in his or her region, with support by the Association's contractors as appropriate, by:
  - 6.4.1. Actively working to recruit and retain members.
  - 6.4.2. Organizing scientific meetings and training events in the region, ideally in collaboration with local professional epidemiology, medical, or public health organizations.
  - 6.4.3. Carrying out other activities aimed at fulfilling the purpose defined in clause 6.3 above.
  - 6.4.4. Collaborating with other regional organizations and/or setting up temporary or permanent regional groups chaired by the Regional Councilor.
- 6.5. Membership of any regional group of the Association is open only to members of the Association.
- 6.6. Each Regional Councilor shall put forward a plan of activities for his or her term of office and such plan must be presented at the incoming Council meeting that coincides with the World Congress of Epidemiology and needs to be approved by the Council. Plans should generally be self-funding, but the Council or Executive Committee may make funds available from time to time.

## **7. Scientific meetings**

- 7.1. World Congress of Epidemiology ("the Congress"):
  - 7.1.1. The Congress shall be held as specified in the Constitution, normally every three years.
  - 7.1.2. The Congress shall be held in each region in turn. If no bids are received from the region whose turn it is, or if no bids are deemed suitable, then the next region shall be invited to submit bids.
  - 7.1.3. Organizations may apply to host a Congress if supported by a member or members from that area. Expressions of interest and/or bids should be sent to an address advised by the

Association's Secretary or by its Contractor, according to a timescale determined by Council, and must be responsive to the requirements set forth in the Call for Proposals issued by the Council, which shall include that preference shall be given to organizations that provide evidence of having successfully produced similar scientific meetings.

- 7.1.4. All bids shall be reviewed by the Executive Committee to determine whether they comply with the requirements in the Call for Proposals, and only bids that comply will progress to voting by Members.
- 7.1.5. An election will be held approximately five years before each Congress in which all Voting Members (as defined in the Constitution) are eligible to vote. The successful bid will be the one with the highest number of votes. In the case of a tie for the highest number, Council will make the final decision.
- 7.1.6. The terms under which the Congress will be held shall be agreed between Council and the host organization, and shall be set out in a written agreement, which shall include that all financial and legal responsibility for the Congress rests with the host organization and that all insurances shall be taken out and maintained by the host organization.
- 7.1.7. All plans for commercial support of the Congress (including but not limited to sponsorship, exhibitors, satellite meetings) must be submitted for approval to the Executive Committee.
- 7.1.8. No sponsor of the Congress shall have a role in defining the scientific program or in selecting speakers or presenters to participate in the program.
- 7.1.9. Any Council member involved in preparing a bid or advising as to the preparation of a bid shall be recused from discussions about that bid by Executive Committee or Council.
- 7.2. Regional Meetings:
  - 7.2.1. Regional Councilors are encouraged to organize regional congresses, seminars, courses or other meetings between Congresses.
  - 7.2.2. All regional meetings supported by the Association are subject to written agreement between the Association and the organizers, stating clearly which party carries the responsibility for financial and other risks. Ordinarily, responsibility for all risks will rest with the organizers.
  - 7.2.3. Where possible, regional meetings should be organized in collaboration with a local host organization, which host should take full responsibility for the meeting.
  - 7.2.4. The Association will not normally accept financial responsibility for such meetings but may, at Council's discretion, provide financial support to meetings.
  - 7.2.5. Where the Association is providing funding for Regional Meetings, the program and budget must be approved by the Executive Committee, and a final report and accounts must be submitted to the Executive Committee.
  - 7.2.6. Where the Association is not providing funding, but will support the Regional Meeting and allow use of its name in association with the meeting, a proposal must be approved in advance by the Executive Committee, and a brief report submitted afterwards.
  - 7.2.7. The Regional Councilor is responsible for ensuring that the meeting is well organized and is covered by appropriate insurance policies.
- 7.3. Other meetings
  - 7.3.1. Council may organize, or approve others to organize, any other congresses, seminars, workshops, training courses or other meetings under the same general rules as for Regional Meetings.
- 7.4. All agreements must be signed by a member of Council authorized to do so.

## **8. Publications**

- 8.1. The Association's flagship journal, the International Journal of Epidemiology ("the Journal"), shall be published by a publisher appointed by Council.
- 8.2. The Association may publish any other journal, book or other publication as decided by Council.
- 8.3. The Editor(s)-in-Chief of the Journal(s) shall be appointed by Council, subject to a written agreement between the two parties.

- 8.4. The term of office of the Editor(s)-in-Chief shall be three years, and a maximum of three terms may be served, as for other office holders of the Association.
- 8.5. Council shall determine the terms of reference of editors and editorial boards.
- 8.6. The Editor(s)-in-Chief may appoint a co-editor, deputy editor and associate editors subject to approval by Council.
- 8.7. The Editor(s)-in-Chief may appoint an editorial board, taking into account a balance as regards gender, geographical location and subject.
- 8.8. At appropriate times, a Search Committee shall be established, comprising the members of the Executive Committee and up to two other Association members, for the purpose of identifying one or more new Editor(s)-in-Chief.
- 8.9. The Association may be involved with publications in a range of capacities, including but not limited to sole ownership, co-ownership, or non-owning participation.

## **9. Prizes, Awards and Bursaries**

### **9.1. The Richard Doll Prize:**

- 9.1.1. This may be awarded at each World Congress of Epidemiology to an epidemiologist of the highest scientific standard. The recipient shall be honored for scientific achievements that have advanced the understanding of the determinants of a disease of importance for health in populations through a body of research.
- 9.1.2. Nominations shall close not less than nine months prior to the date of the next World Congress of Epidemiology. Judging shall be completed, and the winner of the prize notified, not less than six months prior to the World Congress of Epidemiology.
- 9.1.3. The jury for the prize will comprise the President, President-elect, immediate Past President and two other members of the Association. Past winners of the prize are eligible to participate as part of the jury for the current prize.
- 9.1.4. Any member of the jury who has been nominated or has made a nomination shall be recused from participation in discussions or voting.
- 9.1.5. In the first round of voting, any candidates with no votes shall be excluded. In subsequent rounds, the candidate with the lowest vote count shall be excluded. In order to win, a candidate has to receive an overall majority of the jury votes (i.e. at least three). If no majority is reached after six rounds of voting, the prize shall not be awarded.
- 9.1.6. The prize winner shall give a plenary presentation at the World Congress of Epidemiology and shall receive a prize of \$5000 or equivalent in addition to free registration and reimbursement of reasonable travel and accommodation expenses.

### **9.2. Travel bursaries for the World Congress of Epidemiology:**

- 9.2.1. Applicants' place of employment (or residence if unemployed) should be low income as defined by the World Health Organization.
- 9.2.2. Applicants should be currently active in practice, teaching or research and should meet the definition of Early Career Epidemiologists.
- 9.2.3. Other than in exceptional circumstances, applicants should be members of the Association.
- 9.2.4. Selection of candidates will be carried out by the Council or a subset appointed by Council.
- 9.2.5. The bursary shall normally cover registration fee, accommodation, and travel at the lowest economy fare. Payment will be the responsibility of the Association, not the Congress organizing body.
- 9.2.6. Bursaries may cover all the costs of attendance, or only partial reimbursement.
- 9.2.7. Successful applicants will be expected to submit an abstract to the Congress.

### **9.3. Council may establish other awards, prizes or bursaries as permitted by the Constitution.**

## **10. Working with other organizations**

The Association has the status of an NGO (Non-governmental Organization) in official relation with the World Health Organization.