

# **EUMASS - UEMASS**

European Union of Medicine in Assurance and Social Security

Union Européenne de Médecine d'Assurance et de Sécurité Sociale



## **THE STATUTES**

**As revised by the Council:**

**February 2000**

**March 2003**

**February 2006**

**March 2010**

**June 2014**

**June 2015**

# **The statutes of the European Union of Medicine in Assurance and Social Security**

## **I. NAME, REGISTERED OFFICES, PURPOSE, DURATION**

### Article 1

There is hereby established an international non-profit association with scientific and educational aims under the name “European Union of Medicine in Assurance and Social Security” or “Union Européenne de Médecine d'Assurance et de Sécurité Sociale”, or in the abbreviated English form “EUMASS” or in the abbreviated French form “UEMASS”, hereafter EUMASS-UEMASS.

The association is established for an indefinite duration.

### Article 2

The registered offices of EUMASS-UEMASS are currently located at Kapucijnenvoer 35/5, 3000 Leuven, Belgium.

By way of derogation from article 10 of these Statutes, the registered offices can be transferred to any other place by ordinary decision of the Council.

### Article 3 - objectives

The objectives of EUMASS-UEMASS, excluding all for-profit aims, are:

- To ensure that insurance physicians practicing in Europe are represented at an international level.
- To organize an international congress every two years in one of its member states.
- To study and promote the highest level of medical training, medical practice, health and health care within in member states by organizing working groups, and supporting and participating in academic and clinical studies into medico-social problems, disability and relevant areas of public health.
- Where appropriate to defend the ethical standards and the function of insurance physicians.

EUMASS-UEMASS will achieve these objectives through f.e. the following activities:

- derive what can be concluded from the European agenda and react accordingly;
- provide members with information on all relevant matters concerning the developments of good clinical practice and research in insurance medicine
- organise meetings

## **II. MEMBERSHIP**

### **Article 4 - Member associations**

EUMASS-UEMASS is composed of at least three member associations from three European countries.

An organisation may become a member association of EUMASS-UEMASS with voting rights if it is a representative national professional medical association or, where these do not exist, an organisation representing physicians working in the field of insurance medicine.

### **Article 5 - Observers**

A candidate member who is eligible to become a member following the conditions of Article 4 and who is accepted by the Council must be observer for a period of maximum one year after the decision of the Council. The candidate member must endorse the Statutes.

Observers have no voting rights.

### **Article 6 - Resignation, suspension, excluding members**

Any member association or observer who wishes to resign from EUMASS-EUMASS shall do so by informing the Secretary-General in writing.

Any member association or observer whose membership fee is overdue may be suspended or excluded by the Council if said member association has yet to pay its membership fee six months after being given formal notice to pay.

In exceptional circumstances the Council can suspend a member association from paying the membership fee for one year.

The Council may decide to readmit a suspended or excluded member association after payment of the outstanding membership fee.

A representative from each member association must attend at least one Council meeting per year in order to retain membership of their member association in EUMASS-UEMASS.

If unforeseen circumstances prevent this, the representative must send a written explanation to the Secretary-General, in order to retain the membership of the association in EUMASS-UEMASS.

Any member association or observer may be excluded if the member association or observer compromises the objectives of EUMASS-UEMASS through its actions.

The procedure to exclude a member association or observer is described in the Internal Regulations.

Membership is automatically lost by dissolution, merger, division, nullity, or bankruptcy.

Resigning or excluded members associations have no right to the assets of EUMASS-UEMASS.

#### Article 7 - **Bodies of EUMASS-UEMASS**

The bodies of EUMASS-UEMASS are:

- the Council
- the Executive Board
- the Scientific Committee

### **III. COUNCIL**

#### Article 8 - MEMBERS

The Council is the main body of EUMASS-UEMASS.

Each member state of EUMASS-UEMASS may nominate up to two representatives, and may nominate one deputy for each representative. The representatives and the deputies have to be medical doctors. The names of the representatives and the deputies should be given to the Secretary-General by the member associations.

## Article 9 - POWERS

The following decisions are reserved for the Council:

- admit and exclude member associations and/or observers;
- choose or elect the Executive Board
- choose or elect the Scientific Committee
- approve the accounts and budgets
- amend and adopt the Statutes
- amend and adopt the Internal Regulations
- dissolve EUMASS-UEMSS and allocate its assets after settlement of debts.
- take all measures not provided for by statute.

## Article 10 - MEETINGS

The Council meets at least once a year. The Executive Board can decide to convene it anytime it judges it necessary. The President, in consultation with the Secretary-General, sets the agenda for the meeting.

The resolutions of the Council are recorded in the minutes and distributed to the Council members.

At the written request of at least half of the member states an additional Council meeting shall be convened, not earlier than 8 weeks after convocation. The applicants themselves should arrange the meeting and send an agenda of the topics to be discussed to all Council members.

## Article 11

Up to two representatives per member state can attend a Council meeting.

In consultation with the representative a deputy may attend Council meetings.

## Article 12

The Council may invite guests to attend and take part in a subsequent Council meeting.

If a representative wishes to bring a guest to a Council meeting before the Council has discussed issuing an invitation he must obtain the President's agreement in advance.

## **IV. EXECUTIVE BOARD**

### Article 13

Every two years the Council shall choose or elect, prior to the statutory Congress, a President, one or two Vice-President(s), a Secretary-General and a Treasurer. They will take office at the end of the Congress. One of the Vice-President(s) will be responsible for organising the following Congress.

The President, the Vice-President(s), the Secretary-General and the Treasurer make up the Executive Board of EUMASS-UEMSS, and are responsible for the executive work and daily administration of the association. Their terms of office come to an end after a maximum of 2 years.

For urgent matters, the Executive Board is authorised to take decisions within the competence of the Council. The Council must be informed of these decisions as soon as possible and approve no later than the next Council meeting.

The President of the Council is responsible for the strategy by which the Council meets its responsibilities, as set out in the statutes, during his/her term of office. The President must produce a report at the end of his/her term.

## **V. SCIENTIFIC COMMITTEE**

### Article 14

The Scientific Committee is a standing Committee.

Every two years the Council shall choose or elect, prior to the statutory Congress, the chair and members of the Scientific Committee. The chair has to be a Council member. The chair and members will take office at the end of the Congress. Their terms of office come to an end after a maximum of 2 years.

The Scientific Committee shall develop the scientific field of insurance medicine throughout Europe. That is considered to be its core task. Hence it is responsible for the scientific program in upcoming Congresses.

The members of the Scientific Committee have to be medical doctors and shall have scientific and/or good practice expertise and they shall preferably reflect the European social security systems and healthcare.

The Scientific Committee cooperates with the Executive Board and Organising Committee of the hosting country when organising a Congress. The Scientific Committee reports to the Council.

## **VI. VOTING PROCEDURES**

### Article 15

#### **1. Quorum**

The Council is considered to be legitimately established if half of the member states that have voting rights are present or represented.

#### **2. Voting**

- The President is required to make every effort to ensure that the Council takes its decisions on the basis of consensus and with unanimous support of decisions.
- When no unanimity can be reached the President or, in his absence, the oldest Vice-President may call a vote.
- Each member state has a single vote. If two representatives from the same state cannot agree between themselves then they cancel each other out. The vote is considered as an abstention.
- A representative in the Council can give, in his/her absence and in the absence of his/her deputy, a proxy to another Council member. No Council member may hold more than one proxy.
- If a member state is not represented at the meeting where a vote is called, and there was not a quorum as provided in the statutes, then the Secretary-General must notify the absent representatives by e-mail. The member state has 14 days from receipt of the message in which to return its vote, by signed letter or email to the Secretary-General, who informs the Council.
- Voting majorities:  
All decisions of the Council shall be adopted by two-thirds of votes cast, except for elections and determining the membership fee that shall require a simple majority.
- The President or, in his absence, the oldest Vice-President has the casting vote in the event of a tie.
- The Treasurer has the right to veto any proposal that jeopardizes the finances of the association.
- The vote will be by secret ballot if it relates to an individual, or if a member of the Council asks for a secret ballot. The vote will be by show of hands in all other circumstances.
- Member associations who have not paid their membership fees shall not have the right to vote, unless the Council, or the Executive Board in case of urgent matters, decides otherwise.
- Observers and guests do not have voting rights.

## **VII. BUDGETS AND ACCOUNTS**

### Article 16

The financial year begins on 1 January and ends on 31 December.

The membership fee is due per country.

The Executive Board is required to submit the accounts for the preceding financial year and the draft budget for the upcoming financial year, including the membership fees. The Treasurer shall provide a report.

The Treasurer will not allow the account to go into deficit.

The Council will decide who is to have access to the bank account, at the time the Executive Board is selected. The Council may nominate a Council member not on the Executive. Whoever is selected, no-one may withdraw money from the account without the agreement of the Treasurer.

## **VIII. AMENDMENTS TO THE STATUTES**

### Article 17

Any proposal to amend the statutes shall come from the Executive Board or from a member association.

The Executive Board shall inform the member associations of the date of the Council that is to rule on said proposal at least three months in advance.

Amendments to the articles of the statutes shall only take effect after approval by the Council, which will determine the date coming into force.

## **IX. DISSOLUTION**

### Article 18

The Council shall set the winding-up and liquidation procedure for EUMASS-UEMASS.

Following liquidation, any net assets shall be designated to one or several non-profit association/s that promote/s health or to an international philanthropic organisation. This/these association/s shall be designated by the Council.

## **X. WORKING GROUPS**

Article 19

The Council may establish working groups. The Council appoints a chair from among the members of the Council.

The working groups will report to the Council at each Council meeting.

## **XI. ADJUNCT MEMBERS OF COMMITTEES / WORKING GROUPS**

Article 20

The Council may appoint adjunct members of committees / working groups on recommendation from Council members for specific tasks and a limited time.

## **XII. OTHER MATTERS**

Article 21

The Council is enabled to take all measures not provided for by statute.