



**Internationale Gesellschaft für Geschichte der Pharmazie  
Société Internationale d'Histoire de la Pharmacie  
International Society for the History of Pharmacy**

**Statutes** – approved September 19, 2001 (linguistically corrected by Dr. P. Worling, BSHP)

**I NAME, PURPOSE AND GOALS**

**§ 1**

The Society, which was founded on August 18th 1926, carries the name "Internationale Gesellschaft für Geschichte der Pharmazie - Societe Internationale d'Histoire de la Pharmacie – International Society for the History of Pharmacy" (in the following called Society). The Society has its main office in Berlin, as it has been since the inception of its registration.

**§ 2**

The Society has no goals other than those conforming to the requirements for tax relief and recognition as a non-profit-organization. Its purpose is the promotion of science, mainly research, teaching and publication in the field of pharmaceutical history as well as the disseminating of knowledge in pharmaceutical history. These goals are particularly achieved by organising meetings and congress, promoting research projects and the coordination of national activities in the field. The Society has no commercial interests and its financial resources must be used according to the statutes. Members do not receive any payments or other allowances from the Society.

**§ 3**

The Society advocates an adequate academic representation of the history of pharmacy in all universities attended by pharmaceutical students.

**II. MEMBERS**

**§ 4**

Society membership is open to anybody who recognises the articles and promotes its goals. There are five classes of membership.

1. Ordinary members
2. Individual members
3. Sponsoring members
4. Corresponding members
5. Honorary members

1. Ordinary members are National Societies for the history of pharmacy, Members of these national societies are members of the Society.
2. Individual members are those individuals, who are not members through point 1 or through points 3 - 5.
3. Sponsoring members may be private individuals or corporations irrespective of their constitution, for example institutes etc. If membership cannot be obtained, a representative of that individual or corporation may be chosen by the committee, to *represent the member*. Sponsoring members pay at least five times the fee of an individual member.
4. Corresponding members.
5. Honorary members do not pay any fee; they are elected by unanimous vote by the Extended Executive Committee.

The rights of all members mentioned are the same, with the exception mentioned in § 8.3.

## § 5

Anybody who wants to join the Society as an ordinary, individual or sponsoring member has to apply to the secretariat. The application will be accepted provided the Select Executive Committee does not object.

## § 6

The fee for ordinary members and for individual members is established by the General Meeting, on the request of the Extended Executive Committee. The fee has to be paid to the secretariat in the first month of the financial year, which begins on January 1st unless the General Meeting decides otherwise. After the fee has been paid, the rights of the member becomes effective.

## § 7

Membership ends:

1. By death
2. By voluntary retirement, which is permitted only at the end of a financial year and which must be announced to the Secretary General no later than the 1st of December
3. Through exclusion by the Select Executive Committee because the fee has not been paid after a final notice has been received at the end of the first quarter of the financial year
4. By unanimous vote of the Select Executive Committee if for other than the above mentioned reasons an exclusion is required. Appeal to the General Meeting is permitted, if a request within four weeks after the exclusion is made to the President. Exclusion does not cancel the requirement to pay the membership fee for the current year.

## III. MANAGEMENT

### § 8

The executives of the Society are:

1. The President
2. The Select Executive Committee (SEC)
3. The Extended Executive Committee (EEC)
4. The General Meeting

All the above mentioned executive members carry out their functions honorary and without payment.

1. The President is elected by the EEC; his election must be confirmed by the General Meeting. The term of office of the president begins January 1st of the year which follows the election and lasts until December 31st of the calendar year, in which the next General Meeting takes place. Two re-elections are permitted. The President is held responsible for the administration by the EEC. He is bound by the decisions of the Select and Extended Executive Committees, which he is required to carry through. The President, the Vice Presidents, the Treasurer and the Secretary General form the Executive Committee according to § 26 ff. of the German BGB and similar codes of other countries. Each one of these is authorised to represent the Society. The SEC is elected by the EEC; the election must be confirmed by the General Meeting. The SEC consists of:

1. The president
2. The three vice presidents
3. The treasurer
4. The secretary general
5. The two assessors.

The SEC decides on membership and on all other matters of the Society which do not pertain to the current course of business of the President, the Treasurer and the Commissioners of the Society, (*this is a problem, the Commissioners are mentioned five times but they are not defined in this document. It needs a note to say who the commissioners are, if they are not the SEC I think you mean the Officers of the Society, not Commissioners.*) or which are subject to the decision of the EEC It elects the commissioners of the Society. To enforce the decisions of the SEC. it is

necessary, except for cases, in which unanimity is required that at least 5 affirmative votes be given. The decision of the SEC can be ratified at a General Meeting convened by the President or in writing. Immediately before the beginning of every General Meeting, the SEC holds a meeting of which minutes are kept that must be signed by the president. For the term of office of the members of the SEC the same holds true as for the president. Re-election is permitted.

The EEC consists of the members of the SEC and representatives of the ordinary members. The representatives of the ordinary members have to be nominated two weeks before a scheduled meeting. Otherwise, the former representatives remain on duty. The ordinary members are represented in such way that National societies with

more than 400 members have 3 representatives  
200- 400 members have 2 representatives  
below 200 members have 1 representative.

The EEC prepares requests and the necessary elections for the General Meeting It also approves the reports by the commissioners of the Society and those of the treasurer. whose preparation of accounts must have been examined and audited by two members. A budget is prepared for the next two calendar years. It has to vote on the nomination of honorary and corresponding members. The EEC is convened immediately before the General Meeting is held. As a rule, its resolutions must be made in writing and are passed by a simple majority. In case of parity of votes the president has the casting vote.

The General meeting is convened by the President. Membership consists of the ordinary members, individual members, sponsoring members, corresponding members and honorary members. The Members have to be invited three months in advance, for example by publication in the Society's newsletter. The General Meeting takes place every second calendar year. It takes note of the reports of the President, the Treasurer and the Commissioners of the Society. It votes on the requests submitted by the President and admits retirement for the president, the vice presidents and the treasurer. It confirms the results of the elections held by the EEC. The confirmation can be given on the request of at least three fourths of the participants by acclamation, otherwise by secret ballot. The confirmation is given, if the General Meeting does not object with simple majority to the result of the election and does not accept other proposal with 2/3 majority. If these articles do not direct otherwise, proposal are accepted by a simple majority. In the case of a tie the vote of the president decides.

Requests and proposals for candidates to be elected must be submitted to the president not later than two months before the General Meeting takes place. They must be transferred by the president to the EEC for voting, then they are to be submitted together with any comments of the EEC to the General Meeting that a definitive resolution can be made. The president (or his representative according to §8. 1) or the SEC may, however, any time and without adhering to the agenda, submit requests and proposals for elections to the General Meeting.

The changing of the articles can be decided only by the General Meeting The decision must be supported by a majority of 2/3 of the votes. The resolution will be effective, if also two thirds of the EEC agree. The resolutions of the General Meeting must be signed by the president, the general secretary (or the secretary) and another participant of the meeting and must also be printed in the next edition of the news bulletin.

#### § 9

In important cases the President may convene an Extraordinary General Meeting, for reasons that he must indicate. He is required to do so, if at least half the members of the SEC or the EEC, or one tenth of the members of the Society demand the meeting for reasons which they must indicate.

### IV INSTITUTIONS

#### § 10

The Society maintains a secretariat (business office), which carries out the correspondence of the

Society and supports the Treasurer. The Secretary General is the head of the secretariat. He is assisted by a secretary. The secretary is a Commissioner of the Society and elected by the SEC. The secretary general or the secretary, keep the minutes of the proceedings and decisions of all meetings.

The Society publishes a news bulletin in which the necessary statutory notifications are made to the members. The editorship is committed to one or more person(s), elected by the SEC. All commissioners of the Society do their duties honorary and without remuneration. Expenses for the management of the Society, (renting of rooms, typist, postage etc.) are allocated in the budget. Membership of the SEC or EEC does not exclude nomination as a commissioner of the society.

## LIQUIDATION

### § 11

The liquidation of the society can be decided only by the General Meeting. A majority of two thirds of all members is required for this resolution. In the case of liquidation, the financial resources must be spent on purposes under tax relief or institutions recognized as non-profit-making organisations. Decision can only be made after permission of tax authorities.