

**Rules and Regulations
of the
European Branch
of the
International Union against
Sexually Transmitted Infections

(IUSTI Europe)**

**Approved by the Management Board and Council of IUSTI Europe
20/9/14**

Amended and approved by the Management Board and Council of IUSTI Europe 02/09/2017

**Registered in Estonia as a non-profit association on 5 February 2009.
Registration code 80279996.
Registered address: Sõbra 54, Tartu 50160, Estonia.**

RULE 1 – General Provisions

- **The European Branch of the International Union against Sexually Transmitted Infections**, hereafter referred to as **IUSTI Europe**, is a voluntary body of unlimited duration, without political, religious or social ties. It is a non-profit association registered in Estonia and as such is subject both to the laws of Estonia (with particular reference to the Non-profit Associations Act 1996), and to the Articles of Association under which it was so registered.
- These Rules and Regulations are subject to approval by the Management Board as specified in the Articles of Association.
- The financial year of IUSTI Europe shall commence on the first day of October each year, and finish on the last day of September of the following calendar year.
- IUSTI Europe is an autonomous branch of the global organisation called the International Union against Sexually Transmitted Infections, hereafter referred to as **World IUSTI**, which is a charity subject to the laws of England and Wales (registered on 10 March 2006 with the Charity Commission for England and Wales as charity number 1113234). IUSTI Europe is, and will remain, financially independent of the World IUSTI.
- The remit of IUSTI Europe extends to all countries within Europe, as defined by the World Health Organisation (WHO).
- The official language of IUSTI Europe shall be English.

RULE 2 – Objectives

- To promote high standards in the diagnosis, treatment and prevention of sexually transmitted and transmissible infections (STI), including infection with human immunodeficiency virus (HIV), blood-borne viruses and the endemic treponematoses.
- To promote improvements in the public health through better prevention and control of STI, including HIV, other blood-borne viruses and the endemic treponematoses.
- To raise awareness of the importance of STI to the health of individuals and the public health, amongst governments, appropriate national and international organisations, and the general public.
- The objectives of IUSTI Europe may be advanced through a range of activities, to include the following: –
 - The organisation and sponsorship of European congresses for the exchange of information.
 - Representation at relevant national, regional and international meetings.
 - Encouragement of the membership to contribute to public health programmes for the control of STI.
 - Co-operation with appropriate international organisations e.g. European Office of the World Health Organisation (WHO-Europe), UNAIDS.
 - Support of national societies within Europe with similar aims and objectives, and the encouragement of the creation of such national societies where they do not already exist.
 - The production and issuing of reports, bulletins and newsletters.

- The maintenance of a website. This may form part of an umbrella website maintained by World IUSTI.
- Organisation of training courses, and support for appropriate training courses within Europe organised by other societies or individuals.
- Production of high quality, evidence-based, European guidelines for the management of STI.
- Activities designed to increase public awareness of STI and HIV, particularly amongst members of vulnerable and high-risk groups, and the promotion of appropriate preventative measures.

RULE 3 – Governing Bodies and Officers

- The governing bodies of IUSTI Europe are the Council, the General Meeting, which all members of IUSTI Europe are entitled to attend, and the Management Board (as specified in the Articles of Association).
- The governing bodies decide the policy of IUSTI Europe. IUSTI Europe is administered by the Officers, who are elected, with the exception of the Regional Director who is appointed by the World IUSTI.
- The Officers are: –
 - The Regional Director
 - The Chair
 - The General Secretary
 - The Treasurer
 - Chair for international development
 - Chair for scientific policy and conference management
 - Editor-in-chief of the European STI Guidelines Project
 - Chair for Education
 - Chair for communications

RULE 4 – Membership

Individuals, groups, associations, societies or organisations who are members of the World IUSTI, and who work, reside or are based within Europe, will automatically be members of IUSTI Europe.

RULE 5 – The Council

The Council of IUSTI Europe consists of: –

- The nine Officers.
- One national representative from each country within Europe as defined by the World Health Organisation (53 countries at the time of writing).
- Co-opted members.
- Senior Councillors.
- Members of the Management Board (see Rule 7).

Election and Removal of Officers

- Officers must be current members of the IUSTI.
- The Regional Director is appointed by the World IUSTI.
- The Editor-in-chief of the European STI Guidelines Project is elected by the guidelines group
- The other Officers will be elected by the Council, conducted by the senior councillors either through an electronic ballot or a secret ballot at a meeting of the council, or by a show of hands at a meeting of the Council. A simple majority amongst those casting a vote will result in the candidate being elected. In the event of a tie, the Chair will have the deciding vote (or the Regional Director in the case that a new Chair is being elected).
- Suitable candidates for elections will be established by a nominations committee to consist of three persons: from the senior councillors and the Regional Director. The nominations committee will seek nominations of suitable individuals, and will narrow the choice down to not more than two candidates; the final choice to be decided by an election, as detailed above.
- The term of office for the Officers, other than the Regional Director, shall be three years. After completion of a term they shall be eligible for re-election provided they have not already served three continuous terms in the same position.
- With the exception of the Regional Director who is appointed by the World IUSTI, Officers will be removed from their positions if :–
 - They choose to resign.
 - They cease to be members of the IUSTI.
 - They fail to attend three consecutive Council meetings.
 - Their term of office expires and they are not re-elected.
 - If they are deemed by the Council to have significantly under-performed in those duties which might reasonably be expected of them, or if they have behaved in a way which might bring IUSTI Europe into disrepute. The decision to hold a vote on this will be triggered if three Officers, or six Council members, make the request in writing to the Chair (or to the Regional Director if the position of the Chair is being called into question). The decision to remove an Officer requires a two-thirds majority among Council members who cast a vote. The Officer concerned is not entitled to a vote.

Election and Removal of National Representatives

- National representatives must be current members of the IUSTI.
- National representatives may be proposed by the national specialist societies in the countries concerned, or by existing Council members. Suitability for appointment will be decided by the Chair and Regional Director. If the Chair and Regional Director believe that there is more than one suitable candidate, or if they cannot agree, then the decision will be made by a vote of the full Council, either electronically or at a Council meeting (as outlined above).
- The term of office for Council members shall be three years. After completion of a term they shall be eligible for re-election provided they have not already served three consecutive terms except at discretion of council in exceptional circumstances
- National representatives will be removed from their positions if: –

- They choose to resign.
- They cease to be members of the IUSTI.
- They fail to attend three consecutive Council meetings.
- If they are deemed by the Council to have significantly under-performed in those duties which might reasonably be expected of them (including, but not confined to, for reasons of ill-health), or if they have behaved in a way which might bring IUSTI Europe into disrepute. The decision to hold a vote on this will be triggered if three Officers, or six Council members, make the request in writing to the Chair. The decision to remove a national representative requires a two-thirds majority among Council members who cast a vote. The national representative concerned is not entitled to a vote.

Co-opted members

- The Officers may co-opt additional members on to the Council to provide additional sources of advice and expertise e.g. representatives from WHO-Europe or the European Centres for Disease Prevention and Control (ECDC), or individuals judged to be of particular distinction or eminence.
- Such co-opted members shall not be eligible to vote on any matters of business conducted by the Council.
- Co-opted members may be removed from the Council at any time by decision of the Officers.

Senior Councillors

- The Council can appoint individuals of particular merit and experience to sit on the Council, to be known as Senior Councillors.
- Senior Councillors shall serve for a period of three years, renewable by decision of the Council.
- Senior Councillors shall not be eligible to vote on any matters of business conducted by the Council.
- Senior Councillors may be removed from the Council at any time by decision of the Council.

Council meetings

- Sessions will be run by the Chair. In the absence of the Chair, sessions will be run by another Officer designated by the Chair, or, in the absence of any Officer, by another Board member designated by the Chair.
- The General Secretary will inform Council members of the date and place of a meeting at least four weeks in advance.
- A written agenda of the business to be conducted at each Council meeting will be drawn up by the General Secretary in consultation with the other Officers. All Council members will be invited by the General Secretary to submit items for the agenda. The agenda and supporting papers will be circulated by the General Secretary to Council members at least two weeks in advance of the meeting.

- Written minutes of the business conducted at Council meetings will be produced shortly afterwards by the General Secretary and circulated immediately to the other Officers. These draft minutes to be formally approved as an item of business at the next meeting of the Council.
- A written financial report will be prepared by the Treasurer for each Council meeting.
- Council may pass a resolution that a full and independent audit of the finances of IUSTI Europe be conducted. Such a resolution requires the support of a majority of Council members present and voting. The audit to be conducted by a person or persons as agreed by the Council.

Powers of the Council

The Council has the following powers: –

- To establish sub-committees and short-life working groups, and to delegate powers to such sub-committees and groups.
- To decide upon payment of reasonable expenses for members acting in execution of the business of IUSTI Europe.
- To decide upon a policy on declaration of interests by members.
- To set rules of procedure for the conduct of business.

RULE 6 – General Meetings

- The date, time and venue of a General Meeting will be arranged by the General Secretary in consultation with the Chair and other Officers.
- At least four weeks' notice of the time and place of the meeting shall be given to members by the General Secretary. This will be accompanied by information regarding major items of business or policy to be discussed at that meeting.
- Any documents to be discussed at a General Meeting shall be circulated at least two weeks in advance.
- All current members of IUSTI Europe shall be entitled to attend General Meetings.
- In the case of affiliated organisations (see Article 4 above) one representative of each such organisation shall be entitled to attend General Meetings.
- Each member, or representative of an affiliated organisation, shall be entitled to one vote on each item of business on which a vote is conducted.
- At least six members of IUSTI Europe must be present at the meeting for it to be quorate.
- General Meetings shall be chaired by the Chair, or by another Officer or Council member in their absence.
- Major items of business or policy presented at a General Meeting shall be passed or rejected by a simple majority on a show of hands. In the event of a tie, the person chairing the meeting will have the deciding vote.

- Minutes of a General Meeting will be drawn up by the General Secretary shortly after the meeting and immediately circulated to the other Officers. These draft minutes will be formally approved as an item of business at the next General Meeting.
- A written financial report shall be produced and made available to all members.

RULE 7 – The Management Board

- The Management Board will operate as set out in the Articles of Association (see under Rule 1).
- It will have at least three, but not more than five members, who shall be members of IUSTI Europe.

RULE 8 - Amendments to the Rules and Regulations

- An amendment to the Rules and Regulations requires:-
 - The approval of the full members of IUSTI Europe as demonstrated **either**:
 - By at least two-thirds of those present and voting at a General Meeting voting in support, **or**,
 - By at least two-thirds of those who participate in an electronic vote conducted by the General Secretary voting in support.
 - The approval of the Management Board.
- If the proposal is to amend the objectives of the association (see Rule 2 above) then **either** the consent of at least 90% of the members of IUSTI Europe present and voting at a General Meeting is required (**or** by at least 90% of members who participate in an electronic ballot organised by the General Secretary voting in support).

RULE 9 – Dissolution

- The association will be dissolved if: –
 - It declares itself bankrupt.
 - If its membership falls to less than three people.
 - By resolution at a General Meeting. Such a resolution requires a two-thirds majority of members present and voting.
 - By decision of the Management Board acting in compliance with relevant Estonian law.
- Once the decision to dissolve the association has been made, a resolution will be made to transfer any assets, following payment of outstanding debts and any other financial liabilities, to another organisation whose objectives are compatible with those of IUSTI Europe. This resolution to be passed by a simple majority of those present and voting at a General Meeting and subsequently approved by the Management Board.