

EUROPEAN SOCIETIES OF PLASTIC, RECONSTRUCTIVE AND AESTHETIC SURGERY (E.S.P.R.A.S.)

EUROPEAN SECTION OF THE INTERNATIONAL CONFEDERATION FOR PLASTIC, RECONSTRUCTIVE AND AESTHETIC SURGERY

STATUTES

In these statutes:

- National Society includes National Association.
- ESPRAS Congress means the quadrennial European Congress.
- The International Confederation for Plastic, Reconstructive and Aesthetic Surgery is further referred to as: IPRAS.
- The European Section of IPRAS is further referred to as: ESPRAS.
- The European Society(ies) of Plastic and Reconstructive and Aesthetic Surgery is further referred to as:
 ESPRAS.
- UEMS means Union Européenne des Médecins Spécialistes.
- EBOPRAS means European Board of Plastic, Reconstructive and Aesthetic Surgery.
- EURAPS means European Association of Plastic Surgeons.
- EQUAM means Euroepan Committeee on Quality Assurance and Medical Devices in Plastic Surgery

Article 1 Purpose

The purpose of ESPRAS is to promote plastic and reconstructive surgery both scientifically and clinically; to further education and to encourage friendship between physicians in all the countries of Europe in particular, and in all member countries of the IPRAS in general; to develop the relations between the different European National Societies affiliated to IPRAS and European organisations (UEMS, EBOPRAS, EQUAM, EURAPS); to stimulate and encourage research and the study of special problems of aesthetic, plastic and reconstructive surgery in Europe.

Article 2 Membership

ESPRAS is composed of all the National Societies of Plastic, Reconstructive and Aesthetic Surgery in Europe affiliated to IPRAS, one from each country. Members of the affiliated National Societies are entitled to take part in the ESPRAS Congress and to vote at its business meetings.

A National Society may only apply for membership of ESPRAS once it is affiliated to IPRAS.

Article 3 Organisation

The business of ESPRAS shall be conducted by an Executive Committee, a Council of Delegates and the General Assembly.

Article 4 Executive Committee

- a. The Executive Committee (further referred to as ExCo) shall consist of nine members: one member from Northern Europe and two from each of the other four main geographical regions (Western, South-western, Central and Eastern, and South-eastern Europe – see appendix II for division). They shall appoint a Chairman (formerly the co-ordinator of the European Section of IPRAS), a Secretary, and a Treasurer from amongst them.
- b. The ExCo members shall be elected by the Council of Delegates and approved by the General Assembly.
- c. The members are elected for one period of four years, renewable for a further four years.
- d. The ExCo shall elect a Chairman, a Secretary and a Treasurer from its members.
- e. The Chairman, the Secretary and the Treasurer may hold office for a maximum of eight years following four or eight years as an ExCo member.
- f. Representatives of UEMS, EBOPRAS, EQUAM and EURAPS are admitted as observers to the meetings of the ExCo with no voting capacity (one representative each).
- g. The ExCo shall supervise the affairs of ESPRAS between the quadrennial meetings of the Council of

Delegates.

- h. The ExCo shall represent ESPRAS and its Council of Delegates.
- i. The ExCo shall ensure holding the quadrennial ESPRAS congresses according to the Statutes, it shall oversee and assist its organisation and implementation.
- j. It shall do the same for so-called European-appointed meetings and post-graduate courses in
collaboration with national European Societies who will host them.
- k. The ExCo shall appoint such committees as are required to conduct the business of ESPRAS.
- l. All ExCo actions and the minutes of its deliberations shall be presented to the Council of Delegates for approval and ratification.
- m. No ExCo member shall be permitted to participate in discussion or debate or vote, if his National Society is in arrears of its annual dues.

Once a member of the ExCo, an officer is responsible to ESPRAS and no longer to his National Society.

The ExCo shall meet at least once a year and in any case on the occasion of the ESPRAS- and IPRAS- Congresses. It shall report on the activities of ESPRAS in the newsletter of IPRAS (Globalplast).

The organiser of the next ESPRAS Congress shall participate in the ExCo Business meetings, with the same voting powers as the members.

Article 5 Council of Delegates

The Council of Delegates shall be the main decision making body of ESPRAS.

The ESPRAS Council of Delegates shall be composed of one delegate from each of the affiliated National Societies. The delegates are nominated by the respective National Societies. The delegate is the spokesperson for the National Society to ESPRAS and from ESPRAS to the National Society. Where a National Society is represented on the ExCo, it shall nominate another member as its Delegate to the Council. All ExCo members are full members of the Council of Delegates.

National delegates may not participate in the discussions and debates of the Council of Delegates nor may they vote, if their National Society is in arrears in payments of its dues.

The Council shall meet in session every four years, in conjunction with the ESPRAS Congress. The meeting shall be presided by the ExCo Chairman. The Council of Delegates has the following responsibilities:

- a. to receive reports and recommendations from the ExCo and comments from the General Assembly and to discuss these and to take the necessary actions;
- b. to receive and ratify the minutes of meetings, financial reports and budgets and expenditures, and the actions of the ExCo;
- c. to elect the members of the ExCo;
- d. to approve or disapprove the applications of National Societies for ESPRAS membership;
- e. to decide which member country should be invited to host and organise the next Congress after hearing presentations by the prospective host countries and the recommendations of the ExCo;
- f. to review the finances of ESPRAS from the Audit Committee report (article 10);
- g. to fix on a quadrennial basis the level of the dues to be paid by affiliated National Societies.

The Council of Delegates is chaired by the chairman of the ExCo.

Article 6 General Assembly

The General Assembly shall consist of all those members attending the ESPRAS quadrennial congress and who are members of an affiliated National Society.

- a. The General Assembly shall meet at each quadrennial congress.
- b. The ExCo Chairman shall chair the meeting.
- c. The General Assembly shall receive reports of the ExCo and the Council of Delegates.
- d. These reports shall include overview of current ESPRAS affairs; finances of ESPRAS; proposals for future congress sites; proposals for elections.
- e. The General Assembly shall make recommendations to their respective national delegates on appropriate actions to be taken in or by the Council of Delegates.

- f. The General Assmebly shall receive proposals from the Organising Committees of the cities that are candidates to host the next congress.

Article 7.a. ESPRAS Congress

The ESPRAS Congress shall be held every four years in a city of a European country whose National Society is affiliated to IPRAS.

A National Society wishing to propose a host city for the Congress must apply in writing and must include the names of the members of the Organising Committee elect. The applications must be in the hands of the ExCo no later than one year before the Congress immediately preceding the one to which the application refers. Any promotional material should be sent exclusively to the ExCo through the Exco Secretary and not to the membership at large. The applicant country must have paid its membership dues to the Section before the application.

The site of the quadrennial congress shall be selected by the Council of Delegates after recommendations by the ExCo. Selection of the host city shall be determined by simple majority of a secret vote. In the case of more than two nominees, after each secret ballot the nominee with the smallest vote count shall be eliminated.

The organisation, the scientific programme and the costs and budgetting of the congress rest entirely with the host organisation which also appoints the President of the Congress, Congress Committees, etc. The organising committee of the host National Society shall assume all responsibility for the administration of the congress including scientific programming, administration, execution, and finances. The host committee should consider a profit-sharing arrangement with ESPRAS at the conclusion of a successful congress.

The host Society, before announcing the congress, shall submit a general draft of the congress scientific programme, the site, hotel space, social activities, travel arrangements, budget and organising committee framework to the ExCo. This program shall allocate time for the business meetings of the Exco, the Council of Delegates and the General Assembly of the Congress.

The host organising committee shall invite the members of all affiliated National Societies to participate in the scientific program. It shall, at least one year in advance, send preliminary information on the planned congress to each individual member of the affiliated National Societies.

The official language of the quadrennial congress shall be English and all papers must be presented in English. Scientific papers may be given in other languages only if simultaneous translation into English is available.

Article 7.b. European-Appointed meetings

A "European-Appointed Meeting of the Year" will normally be appointed by ESPRAS in each of the years between the quadrennial congresses. This is a National Society's scientific meeting, to which members of all European National Societies are eligible to participate on the same terms as members of the National Society. The meeting shall be endorsed by the ESPRAS ExCo.

Article 8 Congress Membership

All members of affiliated National Societies are eligible to register and, upon payment of a registration fee, attend the scientific congress.

All other persons can only attend upon invitation by the host society organising the congress.

Plastic Surgeons who are not members of a National Society which is affiliated to IPRAS cannot be registered for these meetings and are not allowed to participate.

Congress members, including trainees, family members and guests, shall pay a congress registration fee to be determined by the Organising Committee of each Congress.

Article 9 Votes and Rules

All votes in the Council of Delegates and the ExCo shall be decided by a simple majority, except revisions of the statutes, election of officers, and selection of the congress site: these shall be by 2/3 majority vote.

Tie votes shall be decided by a vote cast by the Chairman. Votes by written or electronic mail may be utilised to decide on business by the ExCo and Council of Delegates; all such mail ballots shall be ratified by the Council of Delegates at its next meeting. Delegates may only vote, if their Association is not in arrears in payments of its dues.

Notice of a suggested change in the Statutes shall be given by a National Society officer to the ExCo through its Chairman at least three months before the ExCo and Council meetings. A report on all the proposed changes shall be made by the ExCo to the Council of Delegates. The Statutes may then be changed by majority vote of the Council of Delegates. The Statutes need the approval of the IPRAS ExCo.

Article 10 Dues and Finance

The funds of ESPRAS shall consist of an annual subscription fee levied on each European National Society on a per capita basis of total active membership for the current year. Each National Society shall pay annual dues on a per capita basis. Dues shall be paid on a yearly basis, in advance, in the first quarter of the calendar year.

National Societies in arrears in payments of their dues shall have no right to vote in the ExCo and the Council of Delegates meetings. The ExCo has the right to delete the name of that Society from the website.

The level of dues shall be determined by the Council of Delegates on proposal of the ExCo at the immediately preceding congress for each ensuing four year cycle. The dues are to be paid to the Treasurer of ESPRAS.

Additional funds may be obtained by donations, bequests, sponsorship or subsidies from various sources.

The finances of ESPRAS shall be independent of the finances of the ESPRAS Congress. If the Organising Committee of the quadrennial ESPRAS Congress so

desires, it may donate in whole or in part any surplus from the Congress to the ESPRAS Treasury.

A proportion of the registration fees for the Post-Graduate Courses referred to in Article 4.i will be retained by ESPRAS, the amount being determined in agreement between the ExCo and the officers of the

National Society organising the Course. The ESPRAS shall use its funds only to accomplish the purposes specified in article 1 of these statutes.

An Audit Committee shall be charged with the quadrennial (or more frequently if desired) review of the financial affairs of ESPRAS. The Audit Committee shall consist of three members appointed by the ExCo. The Audit Committee shall present its report to the ExCo.

Article 11 Amendments and Conflicts

Suggested changes to the statutes may be submitted to the Secretary at least twelve months prior to the succeeding quadrennial Council of Delegates meeting. The proposed changes may only be adopted by the Council of Delegates, voting at a scheduled meeting. Amendments to the statutes require a 2/3 majority of the voting members of the Council of Delegates.

All matters in which conflicts are not resolved by these Statutes, shall be referred to the IPRAS ExCo through the IPRAS secretary-general.

Article 12 Dissolution

In the event of the dissolution of ESPRAS, the ExCo, acting with the authority of the Council of Delegates, shall, after satisfying all liabilities of ESPRAS and with consent of the IPRAS ExCo, distribute all remaining assets to such organisation(s) operated for one or more of the purposes contained in these statutes, or to such charitable, educational, and/or scientific organisations as shall qualify.

Appendix II – European Division in Five Regions with number of members per country as of 31 December 2004 (35 countries)

North (one delegate)

Denmark	97
Finland	45
Iceland	9
Norway	56
Sweden	135
Total	342

West (two delegates)

Belgium	76
Germany	290
Ireland	16
Luxemburg	5
Netherlands	140
Sitzerland	94
United Kingdom	286
Total	907

South-west (two delegates)

France	262
Italy	328
Portugal	60
Spain	327
Total	974

Central and East (two delegates)

Austria	51
Czech Republic	41
Estonia	
Georgia	20
Hungary	98
Latvia	16
Lithuania	21

Poland	114
Russia	542
Slovakia	16
Total	919

South-east (two delegates)

Bulgaria	23
Croatia	34
Cyprus	13
Greece	140
Macedonia	6
Moldavia	
Romania	178
Slovenia	13
Turkey	264
Yugoslavia	37
Total	530