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REGULATIONS

STATUTES

Preamble and Definitions

The International Union of Geological Sciences (IUGS) was founded in Paris 10 March 1961. It is a member of the International Council of Scientific Unions (ICSU), having become affiliated with that organization 28 September 1961, when its original statutes were ratified. Its statutes were first accepted by the Constitutive Assembly of IUGS 9 March 1961, and amended by the Council during the 22nd International Geological Congress (IGC) in New Delhi 15 December 1964, the 23rd IGC in Prague 20 August 1968, the 24th IGC in Montreal 22 August 1972, the 25th IGC in Sydney 24 August 1976, the 26th IGC in Paris 15 July 1980, the 29th IGC in Kyoto 28 August 1992, and the 30th IGC in Beijing 9 August 1996.

Articles 3, 25, and 40-42 were ratified by the Council of the 26th IGC in Paris 12 July 1980. Article 5 was ratified by the Council of 27th IGC in Moscow 4 August, 1984. Article 12 (value of unit of contributions) was raised to \$400 (U.S.) by the Council of the 28th IGC in Washington, D.C. 15 July 1989. The Union maintains by special agreements cooperation with other scientific unions which are members of ICSU, other nongovernmental organizations, and intergovernmental organizations such as UNESCO.

The organizations referred to in the statutes and byelaws are defined as follows:

- (a) **Adhering Organization** is a representative body, such as a national committee for geology or a national academy of sciences, designated by the appropriate authority to represent in the Union the geological scientists of a country or of a geographically defined area.
- (b) **Council**, the voting members of which are the representatives of the Adhering Organizations, is the governing body of the Union.
- (c) **Executive Committee** comprises the officers of the Union elected by the Council to carry out the administration of the Union from the close of an ordinary session until the close of the next under the general direction of the Council.
- (d) **Bureau** comprises those officers (President, Secretary General, and Treasurer) of the Union responsible for its day-to-day operations.
- (e) **Advisory Boards** are bodies appointed by the Executive Committee to advise it on finances, publications, and any other matters related to Union affairs.
- (f) **Nominating Committee** is the body elected by the Council to recommend a slate of candidates for officers of the Union.
- (g) **Commissions** and their **Subcommissions** are bodies of expert scientists appointed to coordinate long-term international cooperative investigations to establish standards in appropriate fields, and to encourage international cooperation in the advancement of knowledge in various disciplines and problems in the geological sciences.
- (h) **Affiliated organizations** are international, nongovernmental, scientific, autonomous organizations which have obtained affiliation with the Union for the representation of scientific interests and, through the Union in the International Council of Scientific Unions, for collaboration in arranging scientific meetings, and for planning and undertaking activities of mutual interest.
- (i) **International Council of Scientific Unions** is an international, nongovernmental, non-profitmaking, scientific organization. It is composed of autonomous international scientific unions representing various disciplines of the natural sciences as well as national academies or other scientific organizations and having as its purpose the development of international cooperation in scientific activities.
- (j) **International Geological Congress** is a conference of geological scientists normally held every four years, organized by an

autonomous committee established by the host country or countries.

Denomination of the Union

1. The International Union of Geological Sciences, hereinafter called the Union, is an international scientific, nongovernmental, nonpolitical, and non-profitmaking organization.

Domicile of the Union

2. The Council decides on the location of the legal domicile of the Union. The Executive Committee may provisionally change the legal domicile, for practical reasons, between Council sessions. Such a measure must be immediately reported to the Adhering Organizations and submitted for ratification by the Council at its next session.

Aims and objectives

3. The aims and objectives of the Union are: (a) to encourage and promote the study of geological problems of a fundamental or applied character, of the Earth and as far as the data contribute to the understanding of the earth, of extraterrestrial bodies; (b) to facilitate the investigation of problems which require international and interdisciplinary cooperation and to establish standard definitions of geological terms and units; and (c) to strengthen public awareness of geology, to promote geological education in the widest sense, and to identify geological aspects of human problems.
4. The Union provides scientific sponsorship to and collaborates with the International Geological Congress. It adheres to the International Council of Scientific Unions (ICSU) and maintains close contacts with other scientific Unions adhering to ICSU as well as with other nongovernmental and intergovernmental scientific institutions, such as UNESCO, in order to participate in long-term scientific programmes and projects.

Membership

5. Geological scientists from each country, or defined geographical areas within which they are largely supported from internal sources, may become members of the Union through an Adhering Organization designated by the proper authority to represent them, provided the organization can be listed under a name that will avoid any misunderstanding about the territory represented.
6. The geological scientists of two or more countries or areas may adhere to the Union through a single organization, if they so desire. No community of scientists may be represented in the Union by more than one Adhering Organization.
7. Applications for membership in the Union shall be decided upon by the Council, on the advice of the Executive Committee. Applicant adhering organizations may be given provisional membership by the Executive Committee subject to ratification by the Council.
8. There shall be different financial categories of membership in the Union as codified in article 11. Each adhering organization shall pay annually a subscription according to its category of membership. The organization shall, in conjunction with its written application for membership in the Union, specify in which category it proposes to adhere. The category may subsequently be changed upon written agreement between the organization and the Union, represented by the Executive Committee. The adhering organization will pay annual dues for the year it is granted provisional membership and thereafter.
9. Associate status, renewable each year, may be granted to individual persons, or private or public institutions upon an uncommitted annual payment of a subscription not less than the

fixed minimum. Associates are entitled to receive all Union activity information normally circulated to adhering organizations. Associates shall not have voting rights at Council meetings, but may participate in Union activities and meetings if invited.

Fiscal Policy

10. The business of the Union shall be carried on without the purposes of financial gain for any individuals or adhering organizations.

11. The Union shall acquire revenue through subscriptions from adhering organizations according to their financial category of membership as shown in the following table:

Category	1	2	3	4	5	6	7	8
Units* of Contribution	1	2	4	7	12	20	35	70

*Value of a unit of contribution was set at \$400 (U.S.) by Council on July 15, 1989, in accordance with Article 12.

12. The Union may also acquire revenue from grants, contracts, royalties donations, investments or recovery of costs for publications or meetings. The Union shall not assume debts exceeding the sum of its assets, promised grants or contributions, and expected membership subscriptions. Only the assets of the Union may be held liable for the Union's fiscal obligations.

13. All income of the Union shall be deposited in accounts authorized by the Bureau and ratified by the Executive Committee. Only officers of the Union and other persons so authorized by the Executive Committee may be signatories to contracts and disbursements. Any banking resolution in the name of the Union shall be worded to ensure that in case of death of the authorized signatory the funds revert automatically to the Union and do not become part of the estate of said authorized signatory.

14. Adhering organizations which have not paid their dues for more than two years will be placed on inactive status, if requested, to avoid further accumulation of unpaid dues. While on inactive status adhering organizations would not have voting rights at council meetings. Active status may be restored upon payment of dues for two past years.

Working structure of the Union

15. All activities of the Union are controlled by the Council.

16. The administration of the Union is carried out by the Executive Committee, with the assistance of the Advisory Boards, under the general direction of the Council. Day-to-day operations are carried out by the Bureau.

17. The scientific activities within the Union are carried out by the Commissions and their subcommissions through projects or meetings arranged in collaboration with the affiliated organizations, the International Geological Congress, other nongovernmental bodies, and intergovernmental bodies. Scientific tasks may also be entrusted to the Advisory Boards, temporary committees, or task groups.

18. All officers of the Union and its Commissions serve in an individual capacity.

19. The Adhering Organizations represent the community of geologists in their country or area. They shall be informed and consulted by the Executive Committee on matters of general significance. They are encouraged to promote the Union's aims and objectives, to facilitate the participation of geologists in international projects, and to inform the Executive Committee on their structure and activity.

The Council

20. The Council of the Union shall consist of (a) one representative of each adhering organization, (b) the Chairman or designated representative of each of the Commissions, without vote unless representing simultaneously an adhering organization, and (c) all members of the Executive Committee, without vote except as provided for in article 21. Representatives of the affiliated organizations, of the Organizing Committee of the Geological Congress and of related Unions shall be invited to attend meetings as nonvoting participants.

21. The Council is chaired by the President of the Union or, in case of his/her incapacity or his/her inability to attend, by the Past President or by a Vice President designated by the Council, upon recommendation from the Executive Committee.

22. In the event of an equal division of votes, the chairman shall cast the deciding vote.

23. Each adhering organization which has paid its subscription up to the end of the preceding year has one vote, except as provided for in articles 14 and 29. The vote of each adhering organization must be given by a representative appointed by that adhering organization.

24. The Council meets in ordinary sessions normally held every four years during a session of the International Geological Congress. The Council may also make decisions in extraordinary sessions or by postal communication on questions put to it by the Executive Committee through the Secretary General. Sessions of the Council shall be called by the President of the Union in consultation with the Executive Committee.

Powers and functions of the Council

25. The Council elects the officers of the Union, after consultation with the Nominating Committee.

26. The Council has the power to institute any Commission that it deems necessary for the scientific work of the Union and to dissolve any Commission that it has instituted.

27. The Council appoints the Nominating Committee and any other task group it deems necessary to further its work.

28. The Council may accept affiliation of nongovernmental international scientific organizations connected with the earth sciences. It can also dissolve the affiliation of such an organization to the Union.

29. The Council determines, on the recommendation of the Executive Committee, the value of the unit of subscription referred to in article 11. In voting on this recommendation and on any revision of this article or of article 11, the Council assigns to each adhering organization a number of votes equal to its category of membership, which then are cast by its representative.

The Executive Committee

30. The Executive Committee shall consist of the President, eight Vice Presidents (except during the transitional period 2000-2002 when there shall be nine), the Secretary General, the immediate Past President, and the Treasurer. A representative of the organizing committee of the following session of the International Geological Congress shall be invited to participate in meetings of the Executive Committee without vote. The outgoing Secretary General shall remain an ex-officio member of the Executive Committee as Past Secretary General for a period of one year after the end of his/her term in office and may be invited to take part in further meetings of the Executive Committee on a consultative basis. Members of the Executive Committee may not concurrently hold office in the Commissions or be representatives of adhering organizations.

31. The President, the Secretary General and the Treasurer shall

hold office from the end of the ordinary session of the Council at which they were elected to the end of the following ordinary session. The President is not eligible for reelection but shall serve for one term as Past President. The Secretary General and the Treasurer are eligible for reelection once only. The Vice Presidents are elected for a period of six years; at the end of this period, their mandate cannot be renewed for the same office. At its ordinary session, Council shall elect not only the Vice Presidents whose term of office begins immediately after the session, but also those whose term of office begins between ordinary sessions of the Council. In the event of the death or resignation of an elected officer prior to the end of his/her term, the Executive Committee may designate a deputy to act in his/her place until the completion of his/her term of office or, if more than one year remains of his/her term, arrange for his/her replacement according to the Nominating Committee procedures described in the byelaws.

32. The Bureau shall consist of the President, Secretary General and Treasurer, and shall be responsible for day-to-day operations in accordance with these statutes and byelaws.

33. The Executive Committee may act on behalf of the Council on matters of policy or financial commitment that are too urgent to await a decision by the Council through postal ballot or consultation but such actions must be notified to the Adhering Organizations and are subject to ratification by the Council.

34. The Executive Committee shall present a report on its activities including a financial statement on the current situation and an outlook for the following years, at each session of the Council and circulate promptly the full reports of all its meetings to the members of the Council.

35. The Executive Committee shall establish such Advisory Boards as are deemed necessary and appoint their members; it may also dissolve existing Advisory Boards.

The Nominating Committee

36. At each ordinary session of the Council, a Nominating Committee shall be appointed consisting of seven members, not more than three of whom, including the Past President, shall be members of the concurrent Executive Committee. The Chairman of the Committee shall be appointed by the Council. The Nominating Committee shall prepare a list of candidates as office bearers for election at the succeeding ordinary session of the Council (in accordance with byelaws 20 and 22).

The Advisory Boards.

37. Each Advisory Board shall consist of up to three members of the Executive Committee and such other experts as the Executive Committee deems necessary for the work of the Board. The term of office of the external experts shall be as for members of the Executive Committee; They shall be immediately eligible for reappointment once only. They shall be eligible for the chairmanship of the respective Boards.

38. The Chairman of an Advisory Board, if not an officer of the Union, shall be invited to attend the meetings of the Executive Committee when matters of importance to the Advisory Board are to be discussed.

39. The Advisory Board for Finances shall make proposals each year on the annual budget for the Executive Committee's consideration, prepare long-term plans for the finances of the Union, and advise the Executive Committee on the management of funds and ways of improving the funding of the Union.

40. The Advisory Board for Publications shall review the publication policy of the Union and of its Commissions, giving particular attention to the IUGS journal "*Episodes*". It shall examine all applications to the Executive Committee for funds involving publication, and advise on publication standards,

methods and techniques in the presentation of geological results.

Commissions of the Union

41. The Council shall establish as it deems appropriate such Commissions and Subcommissions as are required to study any particular geological field, methodology, or problem.

42. The Executive Committee shall appoint a temporary Chairman and Vice Chairman of each newly formed Commission or Subcommission and its initial members until the Commission or Subcommission can elect its own officers and members. Officers of existing Commissions shall be elected by Commission members and their election approved by the Executive Committee and ratified by Council. They shall remain in office until the end of the Executive Committee's term and be immediately eligible for reappointment once only, or twice if their initial appointment was made between the installation of new Executive Committees. Vacancies among the Chairmen shall be automatically filled by a Vice Chairman until a new Chairman is elected.

43. Commissions shall submit to the Executive Committee annual written progress, financial, and administrative reports on their work, encompassing also the work of their Subcommission(s). They shall submit comprehensive reports, including a summary of scientific results, to the Council four months prior to each ordinary session of the Council.

The International Geological Congress

44. The International Geological Congress provides a forum for individual geologists from all parts of the world, where results and general problems in the geological sciences can be presented and discussed. The Council of the Congress is separate and distinct from the Council of the Union.

45. The Union provides scientific sponsorship to the Congress. The Union and its affiliated organizations shall collaborate with the Organizing Committee of the Congress, which is responsible for preparing the scientific programme of the forthcoming session. The Secretary General and/or President of the Union shall be available for meetings of the Steering Committee and, if invited, of the Organizing Committee of the Congress.

46. The Commissions, Subcommissions and affiliated organizations of the Union shall hold their scientific and business meetings, whenever possible, in conjunction with sessions of the Congress.

Affiliated Organizations

47. Active international or multinational scientific organizations may apply for affiliated status, if they are willing to support the aims and objectives of the Union. Applications are considered by the Executive Committee; Approval of an application is subject to ratification by the Council.

48. As appropriate, affiliated organizations shall be supported by the Union in matters of international and interdisciplinary cooperation. The Union may give, within the limits set by a fair distribution of its resources, financial support to the activities of affiliated organizations.

49. The Council, on recommendation of the Executive Committee, may dissolve the affiliation of an organization which has been inactive for a period of over two years.

Entry into force of, and amendments to, statutes and byelaws

50. These statutes and byelaws shall come into force at the close of the session at which they received the approval of the Council by at least a two thirds vote at an ordinary session at which there is a quorum, as defined in the byelaw 2. Article 11 shall be voted on

separately, as provided in article 29. The English text shall be considered authoritative in the interpretation of these statutes.

51. The Council may consider amendments to the statutes and adopt changes by a two-thirds vote when a quorum is represented, provided that proposed amendments have been circulated to members of the Council at least three months in advance.

Amendments affecting collaboration with the International Geological Congress proposed during a session of the Congress may, subject to agreement having been reached with the Council of the Congress, be considered and adopted without such an advance notice by the Union's Council during its meetings at that session of the Congress or, if necessary, subsequently by postal ballot.

52. Amendments to the byelaws may be made by a majority vote when a quorum is represented, provided that the proposed amendments shall have been circulated to members of the Council at least three months in advance.

Dissolution of the Union

53. The Union may be dissolved at a session of the Council at which the representatives of at least one-half of its Adhering Organizations are present, with the approval of three-fourths of the members voting. On dissolution, the assets of the Union shall be transferred to the International Council of Scientific Unions to finance work in disciplines related to the aims and objectives of the Union.

BYELAWS

Preamble

The first byelaws of the Union were accepted by the Council in Rome 14 October, 1963, and amended by the Council in Prague 20 August 1968, and in Sydney 24 August 1976. The present byelaws were adopted by the Council in Kyoto 28 August 1992, and amended by the Council in Beijing 9 August 1996.

The Council

1. Each adhering organization shall inform the Secretary General in writing of the names and addresses of its representative on the Council and his/her deputy, and also of any change in its representation.

2. Decisions of the Council shall be made only when the session constitutes a quorum consisting of representatives of one-third of its adhering organizations with vote, and then shall be taken by a majority of those voting, except as provided in articles 29 and 51 of the statutes.

3. Ordinary sessions of the Council shall normally be held during the sessions of the International Geological Congress. Sessions may be called on such other occasions as the Executive Committee deems appropriate. The Secretary General shall communicate the place and date of the session to the adhering organizations and the other members of the Council at least four months before the date of the meeting.

4. The President is obliged to summon a session of the Council at the written request of one fifth of the members of the Council eligible to vote.

5. Decisions by postal ballot may be taken by the Council only after the opinions of the members have been solicited three months before the ballot is closed. A quorum in a postal ballot shall constitute a response from one-third of the Council members eligible to vote. If a quorum is not obtained on a given ballot, the Executive Committee may act upon the matter subject to subsequent ratification by the Council.

6. The proposed agenda of a session of the Council shall be

communicated by the Secretary General to all members of the Council and representatives of affiliated organizations at least three months before the first day of the session. Any question not placed on the agenda at least one month before the meeting cannot be discussed unless a proposal to that effect be approved by at least two thirds of those present and voting, provided that the session represents a quorum of the Union's membership.

7. Additional resolutions from the Executive Committee, adhering organizations, Commissions, and affiliated organizations should reach the Secretary General at least two months before the session at which they are to be considered. After receiving them, the Secretary General shall promptly distribute them to the members of the Council and representatives of affiliated organizations.

Powers and functions of the Council

8. At its sessions, the Council reviews and takes appropriate actions on the Executive Committee's report on the administration of the Union for the period since the previous Council session.

9. At its sessions, the Council examines and takes appropriate actions on the accounts for the period since the previous Council session and, if the accounts are in order discharges the Treasurer of liability. The Union's financial year is the calendar year.

10. The Council may in the form of special documents adopt regulations and rules of procedure for its own administration, for the administration of the Executive Committee, for the application for funds and their allocation, and for the affiliation of other international organizations. The Council may adopt instructions for the work and responsibilities of the officers of the Union. The Council may adopt regulations and instructions for any additional field of activity as it deems necessary.

The Executive Committee

11. The Executive Committee shall meet at least once a year with a minimum of three months' notice. Six members shall constitute a quorum. Urgent business between the meetings shall be transacted by consultation among members.

12. The Executive Committee shall have the power to appoint any temporary committee or task group that it deems necessary to assist it in carrying out its work.

13. If at the end of any year a member or provisional member Adhering Organization has not paid its subscription, the Executive Committee has the right to cancel the membership of the Adhering Organization on twelve months notice, or, in the case of real financial difficulties, transfer it to inactive status (see statutes, Article 9). Inactive status shall not last longer than three years. Active status is recovered by paying two outstanding annual subscription fees. An Adhering Organization that loses or cancels its membership shall forfeit all rights that it may have had in the Union.

14. At its mid-term session, normally two years after the preceding Council session, the Executive Committee shall meet with representatives of the Commissions of the Union to review their activities and receive their recommendations concerning changes that may be needed in their terms of reference or in the scientific directions being pursued by the Union.

15. The President controls the implementation of the general policy of the Union, as established by the Council. The President represents the Union in its relations with other institutions and with the geological community. In particular, the President or his/her designee shall represent the Union and its affiliated organizations at meetings of the General Assembly and the General Committee of ICSU. Prior to important meetings with ICSU and other organizations, the representative of the Union at such meetings, shall invite comments and suggestions from the Executive Committee and, if time permits, from the Council and the affiliated

organizations on important issues. The President may delegate certain tasks to other members of the Executive Committee.

16. The Secretary General shall: (a) serve as secretary of the Council, Executive Committee and Bureau; arrange for meetings of these bodies; prepare and distribute promptly the agenda and the minutes of all their meetings; (b) manage the affairs of the Union, attend to correspondence, and preserve the records; (c) circulate information related to the Union to adhering organizations; (d) prepare the reports on the Union's activities, and in particular, at least three months before an ordinary session of the Council, forward to all adhering organizations a report on the administration of the Union since the previous ordinary session of the Council and present a summary of this to the Council; (e) perform such other duties as may be assigned to him/her by the Council, Executive Committee or Bureau.

17. The Treasurer shall manage the financial affairs of the Union and maintain an overview of all accounts, including those held by other officers, constituent bodies and projects. He/ she shall: (a) receive and disburse funds, in accordance with budgets and procedures approved by the Executive Committee; (b) keep accounts for the handling of operational and reserve funds; (c) prepare an annual report and financial statement; (d) prepare and submit the fiscal documents as may be required; (e) maintain contact with ICSU, UNESCO and other organizations concerning financial aspects of contracts; (f) advise the Executive Committee on financial implications of the Union activities.

18. The Vice Presidents contribute essentially to the work of the Executive Committee. In addition, the President may entrust them with special tasks, such as representing the Union in a certain geographical area or disciplinary field, or of giving particular attention to the activities of certain Commissions or affiliated organizations. The Vice Presidents shall normally hold office either from the end of an ordinary session of Council to the end of the second-next mid-term session of the Executive Committee, or from the end of a mid-term session of the Executive Committee to the end of the second-next ordinary session of the Council.

19. The Executive Committee, subject to ratification by the Council, may make agreements with other nongovernmental international organizations as well as with intergovernmental organizations regarding joint projects and programmes.

The Nominating Committee

20. The Committee shall invite the adhering organizations, Commissions and affiliated organizations to submit proposals for candidates for each office within the Executive Committee during its next term. The Committee may also nominate candidates not proposed by these organizations.

21. The Committee shall evaluate the merits of all persons proposed as candidates for each office within the Executive Committee, and select a nominee for each office, bearing in mind geographical and disciplinary balance, personal proficiency in the geological sciences, and experience in the administration of scientific organizations. The Committee shall then submit its list to the President of the Union who shall forward it to the members of the Council three months before elections take place. Additional nominations for any office may be made to the President if supported in writing by five representatives to the Council and accompanied by curriculum vitae and assurance of the candidate's willingness to hold office and if submitted at least one month in advance of the election. Such nominations shall be circulated immediately to the Council by the Secretary General. Nominations cannot be made from the floor.

22. In proposing candidates for the offices of President, Treasurer and, especially, Secretary General, the Nominating Committee shall also ascertain the possible infrastructural support, forthcoming from

international or national sources.

Commissions of the Union

23. A Commission or a Subcommission is composed of a convenient number of geographically representative members, kept to the minimum consistent with the tasks with which it is charged.

24. Commissions may adopt regulations of their own, subject to approval by the Council.

25. Whenever appropriate, Commissions and Subcommissions are encouraged to organize meetings in their fields at sessions of the International Geological Congress and other major international meetings.

26. A Commission or Subcommission may issue the publications necessary for implementing its programmes and reporting on its results and may entrust any part of its work to institutions and individuals.

The International Geological Congress

27. In case of a change in the regulations of the Congress affecting the relations between the Union and the Congress, the Union shall abide by the new constitution adopted by the Congress, provided that the Council of the Union has been previously consulted and has given advance agreement to the change.

Affiliated Organizations

28. A representative appointed by each affiliated organization and accredited by it to the Secretary General is entitled to take part in meetings of the Council, but without vote. The Executive Committee may invite representatives of the affiliated organizations to take part in other deliberations of mutual interest, and the affiliated organizations may take the initiative in proposing such deliberations.

29. Each affiliated organization is expected to submit to the Executive Committee annual reports on its activities. The Secretary General may distribute such reports within the Union as appropriate and practical.

Entry into force of byelaws

30. These byelaws shall come into effect as provided in article 50 of the statutes. They may be amended as provided in article 52 of the statutes.

REGULATIONS

Regulations were accepted by the Council in Rome, 1963 and amended during its meeting in Prague, 1968. Those considered essential were incorporated in the statutes and byelaws by the Council in Paris 15 July 1980 and the remainder rescinded. Byelaws 14 and 26 provide for the adoption of regulations by the Council and the Commissions respectively if they are considered necessary at a later time.

Printed copies of IUGS Statutes and Byelaws may be obtained on request from:

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