

## **Statute of the European Society for Prevention Research (EUSPR)**

### **A. General provisions**

1. The legal denomination of the association shall be “European Society for Prevention Research (EUSPR)”
2. EUSPR is a Scientific Society with a registered office in La Rambla, 15, 2º, 3ª in Palma de Mallorca (07003). This society is subject to the associative Organic Law 1/2002 of 22 March regulating the Right of Association.
3. EUSPR cooperates with other national, foreign and international societies and institutions with similar profile of activity and may be a member of these societies.
4. EUSPR acts on the basis of the voluntary activity of its members.
5. EUSPR may conduct business activities needed for the accomplishment of its objectives. All earnings from business activities shall be used for accomplishment of the statutory aims of the EUSPR. This association has not initial assets.
6. The EUSPR is constituted for an unlimited period of time.

### **B. Mission and activities**

7. The European Society for Prevention Research (EUSPR) promotes the development of prevention science, and its application to practice so as to promote human health and well-being through high quality research, evidence based interventions, policies and practices.
8. EUSPR delivers its mission through the following aims:
  - a) To build capacity and capability for high quality research by developing a positive environment for collaborative research, networking, and exchanges between EUSPR members in European and non-European countries.
  - b) To convene regular conferences, meetings, seminars and workshops for EUSPR members, including symposia, courses, trainings and workshops for prevention scientists (researchers, policy makers and practitioners who take a science or evidence based approach to their work).
  - c) To emphasise the development of early career prevention scientists through targeted communications, networks, trainings, technical support, reduced EUSPR fees for student members and other financial support.
  - d) To maintain the highest levels of ethical standards in scientific research and professional practice, ensuring that EUSPR members declare and take steps to avoid conflicts of interest.
  - e) To reach out and engage with the broader prevention community, including non-members, national and international organizations to develop prevention research, policy and practice and to grow the EUSPR membership.

### **C. Members, their rights and responsibilities**

9. There are four types of EUSPR member:
  - a) Regular
  - b) Student
  - c) Honorary
  - d) Supporting
10. Private (natural) persons and legal entities may become members of EUSPR. Legal entities act in the EUSPR through a representative. Legal entities will be classed as Supporting members.
11. A regular member of EUSPR may be a private (natural) person with citizenship of any country. The membership is open for scientists, practitioners, advocates, administrators, and policy makers who are concerned with the use of science to address the prevention of social and public health problems, with particular concern for health-related behaviours.
12. Student membership is restricted to individuals who are enrolled on a taught (Bachelor or Masters) or research (PhD) degree. At completion of the degree, students become Regular members of EUSPR. Student membership is lost in case of discontinuation or resignation from studies.
13. All members are entitled to attend meetings of the Society, to receive its publication(s), and to receive other communications authorized by the Society.
14. To become a regular or student member, the interested person shall complete an application form. The application form provides applicants the opportunity to state how their interests and expertise coincide with the mission and objectives of the Society, and to declare any potential conflicts of interest.
15. The Secretary of the Board of EUSPR, on behalf of the Board, reviews application forms and decides about their acceptance. The Secretary shall consult the Board on any applications that require more careful scrutiny. The decisions of the Secretary are routinely reviewed by the Board who can decide to revoke membership. In case of rejection or revocation, the reasons shall be given and reported in the records.
16. Regular and student members of EUSPR have voting rights. Regular and student members have the rights to:
  - a) Participate in all statutory activities of the EUSPR
  - b) Put forward proposals/motions
  - c) Benefit from scientific and advisory support from EUSPR
  - d) Be candidates to the Board when the election period is open. Student members have the same rights and duties as regular members, but they are not eligible for elective office in the Society apart from the EUSPR Board role of Early Career Researcher
17. Regular and students members are obliged to:

- a) Actively support the objectives of the EUSPR
  - b) Comply with the statute and resolutions of the EUSPR
  - c) Pay the membership fee when it is due
18. Supporting members are individuals or legal entities interested in the activities of the EUSPR, providing material or other kind of support to the EUSPR's objectives.
19. The decision about acceptance of a supporting member application is undertaken by the EUSPR Board.
20. Supporting members do not have voting rights but have the right to receive scientific, advisory and other forms of support from EUSPR.
21. Honorary members may be prevention scientists, practitioners and others who have made a significant contribution to the Society's creation, functioning and sustainability.
22. Honorary membership is offered by the General Meeting upon proposal of the Board.
23. Honorary members have the same rights and duties as regular members, except they do not have voting rights. They don't pay membership fees.
24. The amount of regular and student membership fees shall be established by the EUSPR Board. In addition, the EUSPR Board sets the material or other kind of support provided by a Supporting member to assist with the EUSPR's objectives.
25. Loss of membership rights may result from:
- Cancellation from the list of members by the EUSPR Board, as a consequence of:
- a) Death of the member or loss of legal identity by the supporting member
  - b) Written resignation from the membership
  - c) Failure to pay membership fees when due
  - d) Failure to fulfil agreed and declared duties or services by a supporting member
- Revocation by the EUSPR Board, as a consequence of:
- e) Failure to comply with the statute or resolutions of the EUSPR
  - f) Acting to the detriment to the EUSPR, including failure to declare or take steps to avoid conflicts of interest
  - g) Following the decision about exclusion, the member can appeal to the General Meeting of the members, in which case the General Meeting can decide to uphold or reject the decision to exclude

#### **D. Authorities of the EUSPR**

1. Decision making authorities of the EUSPR are:
  - a) General Meeting of Members

b) Elected Board Members

2. The term of office of all elected authorities is 3 years.
3. Fulfilling duties in all authorities is not remunerated. In the event of a vacancy of an elective authority, the EUSPR Board can co-opt a member to the vacant position until new elections take place and the membership can elect a new authority. This procedure is allowed to complete up to half of the composition.  
Expiration of the mandate will cause cessation. In this case members will continue to hold office until the time that the renewal of charges occurs.
4. General Meeting:
  - a) The highest authority in the EUSPR is the General Meeting of members
  - b) General Meetings are convened by the EUSPR Board
  - c) General Meetings are held at least once a year.
  - d) General Meetings may be ordinary or special.
5. The tasks of the General Meeting include:
  - a) Determining EUSPR policy and actions
  - b) Proposing a course of action, a resolution, or a policy change in order to improve functioning of the EUSPR
  - c) Approving reports of the EUSPR Board
  - d) Deciding appeals against a decision about loss of the membership
  - e) Election of the members of the EUSPR Board
  - f) Determining regulations concerning the functioning of the EUSPR Board
  - g) Analysing all requests presented by the members
  - h) Changing the domiciliation of the society.
6. The tasks of the special General Meeting include:
  - a) Passing resolutions about amendments to the statute.
  - b) Passing resolutions about dissolution of the Society.
7. All resolutions are made by a simple majority of votes. In case of a tie the status quo will be preserved.
8. The EUSPR Board has to announce to the members the date and key agenda items of the General Meeting at least 3 months in advance.
9. The Secretary shall, with the oversight of the President, and the President-Elect or the Past-President, through e-mails, the EUSPR website or other equally effective procedures, inform members about the question(s) for voting no later than three weeks before the date of the General Meeting.

10. For General Meetings the EUSPR Board may approve electronic voting, in which case votes submitted electronically are considered valid if received no later than 10 days before the date of the General Meeting.
11. A special General Meeting may be announced by the EUSPR Board from their own initiative or at the request of 10% of regular and student members, no later than 3 months after receiving the petition.
12. Members are required to meet their own expenses for attendance and participation in a General Meeting.
13. The governing body shall be the EUSPR Board.
14. The Board consists of:
  - President and Chair of the Board
  - President Elect and Vice-Chair of the Board
  - Past President
  - Secretary
  - Treasurer
  - Early Career Researcher
  - Six other members of the Society who will be elected to the Board.
15. The members of the Board must be regular or student members of EUSPR. A Board member volunteers their time and energy to the EUSPR in exchange for the right (and duty) to participate actively in decision-making processes related to the EUSPR. There is no financial remuneration for participation in meetings.
16. The EUSPR Board member is an elected representative of the membership, and may have a specific area of responsibility as an Officer of the Board as well as being a Board member (e.g. President, President-Elect, Past-President, Secretary, Treasurer, Early Career). Board members are typically elected for a 3-year mandate that begins with the Society meeting at which they are elected. Candidates for Board member must be nominated in advance by the official nomination form. Voting is typically accomplished prior to the Society meeting.
17. Specific responsibilities of Board members are set out below. Specific responsibilities may, from time to time, be delegated to other Board members at the Board's discretion.
  - a) President: The President is the senior officer of the Board and Society, and is responsible for calling and chairing meetings of the Board and the membership. The President is also responsible for supporting the Board to set and monitor strategic objectives for the Society.
  - b) President-Elect: Responsibilities include organising and overseeing Board elections, and supporting and deputising for the President as needed.
  - c) Past-President: Responsible for ensuring a smooth transition between Presidents, and facilitating Board continuity from year to year. The Past-President will also normally have oversight of Society awards and prizes.
  - d) Secretary: Responsible for overseeing Board governance responsibilities, including compliance with reporting requirements according to the local laws at the seat of the

Society. Also responsible for oversight of the Society membership registration process.

- e) Treasurer: Responsible for monitoring, oversight and reporting of the financial status of the Society, including accounts and compliance with any audit and financial reporting requirements.
- f) Early Career Researcher: Provides a link between the EUSPR Board and early-career members of the society. Responsibilities include representing early-career interests on the Board, as well as initiating and coordinating activities to support early-career members of the society.

18. General duties of the Board are:

- a) Management of EUSPR resources and property
- b) Execution of resolutions of the General Meeting of EUSPR members
- c) Responsibility for the policy, activities and fiscal affairs of the Society
- d) Establishing plans and call for both regular and, if necessary, special meetings of the Society
- e) Setting strategy and objectives in order to meet the mission and aims of the Society
- f) Creation and dissolution of ad hoc committees as are deemed necessary to carry out the functions and achieve the objectives of the Society
- g) Deciding on admissions and loss of membership
- h) Establishment of an administrative function or office for the Society with responsibilities for day to day operations of the Society. Provide funds for the office to complete the tasks involved in the operations of the Society
- i) Appointment, if necessary, of an Administrative Officer, and definition of the Administrative Officer's duties. To approve compensation or contract fees and terminate the Administrative Officer's employment if necessary. The Administrative Officer will report to the President of the Society, and will sit as an ex-officio member of the Board.
- j) Appointment, if necessary of any professional needed to develop specific activities of the society, under the supervision of the president and the board

19. The resolutions of the Board are made by a majority of the voting members of the Board and at least one third of the members of the Board shall constitute a quorum.

20. The Board shall meet on a regular and/or periodic schedule to be determined by the President each year and as required.

21. Meetings of the Board may be organized as teleconferences, via electronic or other means permitting all participants to communicate adequately with each other. A person participating at the meeting via telephone or other means is deemed to be present at the meeting and is entitled to vote on resolutions in accordance to the rules formulated by the Society.

22. The Board can appoint advisors to the Board to support particular activities and priorities. Board advisors will normally be appointed for a one-year term, which can be renewed on a rolling basis if required. Advisors will be invited to attend Board meetings where the agenda and discussion is relevant to their expertise and where their input is required. Advisors do not have voting rights at Board meetings.

23. The voting members of the Society elect a President Elect who serves as President Elect and then succeed to the office of President.
24. Upon completion of a term as President, the President becomes the Past President and remains a member of the Board for an additional three years.
25. Each presidency period lasts 3 years.
26. Voting procedure for elections or re-election:
  - a) A call will be agreed by the Board and issued to the membership with a minimum of three months prior to the date of execution. Details will include the electoral timetable and procedure of voting, counting and proclamation-
  - b) Candidates for election or re-election will submit their information two months before the election. Each candidate will indicate the position applied for. The Board shall announce valid candidates in good time before the election.
  - c) Three weeks before the vote an Electoral Committee will be established. It will be formed by the President, Secretary and two other Board Members appointed by the Board. Candidates cannot be a part of this committee, in which case alternates will be identified. The Electoral Committee is responsible for counting the votes and for announcing the outcome.
  - d) In case of a tied vote, a vote transfer will be allowed (second choice will be transferred). If the vote remains tied then the Board will vote on the preferred candidate. If the Board vote is tied, the President has a casting vote.

#### **E. Technical Committees**

27. The Board can form Technical Committees, serving as auxiliary and advisory bodies.
28. The Board shall appoint Chairs of all Standing and Technical Committees, from among members of the Society.
29. The Chairs of Committees will appoint members of the committees, from amongst the EUSPR membership, in discussion with the Board.
30. The Committees shall exist for as long as their work is judged necessary by the Board. The Chairs can be changed by the Board when necessary.

#### **F. Funding sources**

31. The fundamental source of gaining assets of the Society is represented by the Members' affiliation fee.
32. Other funding sources are:
  - a) subsidies;
  - b) sponsorships;

- c) donations, legacies and public generosity;
  - d) incomes from business activities
  - e) incomes from statutory activity
33. The financial activity of EUSPR is in accordance with the law in force in the country of domiciliation. The associative and economic exercise will be annual and its closure will take place on December 31 of each year.
34. All financial decisions on procurement or financial burden are undertaken by the Board and may be delegated to the Treasurer and one other Board member. The disposition or alienation of assets requires for approval a qualified majority of those present or represented at the General Assembly
35. Any conflicts of interest, financial or otherwise, must be declared to the Board or its delegated officers, and steps taken to avoid undue bias in the financial activities of the EUSPR

#### **G. Amendments to the statute and termination of the Society**

36. The resolution to modify the statute or to terminate the EUSPR is made by a special General Meeting expressly convened for that purpose only.
37. In case of dissolution a liquidation committee will be established. Once debts extinguished any remaining assets will be used for purposes that are consistent with the mission and objectives of the Society, and that do not alter the non-profit nature of the Society