

BYLAWS (adopted in Barcelona 2013)

Article I. Definition of Officers

1. Definition of "Officer": Members of the Executive Committee, Council Auditors, Group Chairs and Secretaries, Members of all the Standing Committees as defined in the Bylaws, National Delegates, the Editors and associate Editors of ERS publications, and the members of the Long Range Planning Committees.
2. Definition of "Senior Officer": Members of the Steering Committee.
3. An Officer must be a member of the Society while in office.
4. No member may hold more than one ERS office at the same time. In the event of a member holding an office at the time of election to another office, s/he must resign the office held, with the exception of the Associate Editors of ERS Publications and members of the Long Range Planning Committees.
5. All Officers (other than National Delegates based outside Europe, Group Chairs and Secretaries, members of Long Range Planning Committees and Associate Editors) must be European-based while in office.
6. A member may stand for election to a Europe-based office, while based outside Europe, but, if elected, he or she must be based in Europe while in office, and if not, must resign.
7. For the purpose of these articles, Europe is as defined by the WHO.
8. Candidates for office are not eligible if they have been full or part time employees of, or paid consultants to, the tobacco industry and/or had any real or perceived, direct or indirect links to the tobacco industry at any time after 1.1.2000. This includes receiving a grant at any time after 1.1.2000 from the tobacco industry (or institutions funded by the tobacco industry) for any project or programme. By grant is meant any support whether in cash or in kind, and to include (e.g.) equipment, facilities, consumables, travel, personnel.

Article II. Membership

1. Membership of the Society shall consist of the following categories: Full, Dual, Honorary, Online, Senior, PhD-Non-MD, Allied Health Professional and Under 35. Membership shall be open to duly qualified citizens of all countries.
2. Full membership (Gold membership): Full members shall have a relevant university degree. They may be specialists in respiratory diseases or other physicians or scientists interested in respiratory disease. The requirement of a university degree shall be waived for persons engaged in scientific and health fields closely related to the activities of the Society.
3. Dual membership (Gold membership): Dual members must also belong to one of the societies ERS has a 'Dual' agreement with. They must apply for membership in each society separately. Other conditions are the same as for Gold 'Full' member, see above.
4. Honorary membership (Gold membership): Individuals, who have served the Society well or individuals with a record of high achievement and signal contribution in the field of respiratory medicine may be appointed honorary members by the General Assembly upon proposal by the Executive Committee.
5. Online membership (Gold membership): This category applies to residents of countries having an annual GDP per capita under USD 20'000 according to the latest edition of World Bank - World Development Indicators (WDI). Other conditions are the same as for Gold 'Full' member, see above.
6. Senior (Gold membership): This category applies to the over 68s. Applications must be accompanied by proof of date of birth, for example photocopy of passport or driving license. Other conditions are the same as for Gold 'Full' member, see above.
7. PhD-Non-MD membership (Silver membership): This category applies to non-clinical scientists undertaking

lung-related research. They are post-doctorate, not medically qualified and not involved directly in patient care. Applications must be accompanied by proof of eligibility in the form of a letter from an employer/supervisor.

8. Allied Health Professional (Silver membership): This category applies to nurses, physiotherapists, laboratory technicians and scientists. It is open to professionals without a medical degree involved in the field of respiratory medicine. Applications must be accompanied by proof of eligibility in the form of a letter from an employer/supervisor or business card.
9. Under 35 (Silver membership): this category applies to the under 35s. It is renewable annually. Applications must be accompanied by proof of date of birth, for example photocopy of passport or driving license.
10. The annual fee shall cover membership and subscription to the ERS publications and shall be paid in the amounts and within the periods set by the Council. Membership ceases upon failure to pay the annual fee.
11. Applications for membership shall be sent to the ERS Office, accompanied by payment of the appropriate membership fee. Membership becomes effective on confirmation by the ERS office.
12. An invitation to renew membership will be sent to all members up to two months before their membership comes to an end and after its expiry date.

Article III. Assembly and Group Elections – Eligibility and procedure

1. Scientific Assemblies and Sections may be subdivided into Scientific Groups. Each Scientific Group is headed by a Chair and a Secretary. Scientific Groups shall be established and dissolved by the Scientific Assemblies and Sections with the approval of two thirds of the members present and voting at the Annual Business Meeting of the Assembly or by postal vote if necessary, and subject to approval by the Executive Committee.
2. Members may belong to 3 groups across all Scientific Assemblies and Sections but with voting rights in one Group of one Scientific Assembly or Section only.
3. Each Scientific Assembly appoints a Long Range Planning Committee with the following aims:
 - Planning of long-term activities of the Scientific Assembly that clearly extend beyond the term of one Head and Secretary,
 - Assisting the Assembly Officers on scientific and membership matters as defined in the Bylaws.
 - Ensuring that the Under-35 members are actively involved in the Society's activities, particularly at School and Scientific level.
4. Candidates for the positions of Head and Secretary of each Scientific Assembly or Section should be voting members of that Assembly and/or Section. They must be either Officers of the relevant Assembly or Section or past or present members of the ERS Committees stipulated in the Bylaws. They are elected by all the voting members of the Assembly or Section.
5. The Chair and Secretary of each Scientific Group are elected from among, and by, the members of the Group by postal or electronic vote.
6. Members of the following groups are eligible to be elected as Head or Secretary of a Scientific Assembly:
 - Past and present officers of Scientific Assemblies or Sections
 - Past and present Members of the following ERS Committees:
 - ERS Standing Committees,
 - Council,
 - Long Range Planning Committees (voting members),
 - Council Auditors
7. Any voting member in the Assembly or Section can run as Head or Secretary if there are no candidates among the officers. Any voting member of other Assemblies can run, if there are no candidates among the members of the Assembly.
8. The Head of each Scientific Assembly or Section will be assisted by the other Officers and/or members of the Scientific Assembly or Section. A Head cannot be elected Secretary once he/she has served as Head.

Scientific Groups in analogy follow the same procedure.

The Head of a Section cannot stand for election of Assembly Head after transition of a Section to an Assembly.

9. Provision will be made for replacement when an Assembly or Group Officer is elected to a higher office.

Article IV. National Delegate Elections – Eligibility and procedure

1. The ERS Office will issue a Call for Candidates. National Societies will be invited as well to propose candidates for National Delegate. Candidates for office must provide a statement of intent and a photograph. A single reminder will be sent 14 days after receipt of the Candidate's confirmation of willingness to stand for election. If the required information is not received within 14 days of the reminder, the candidate will be placed on the voting page without information and with the comment: "Statement/photograph not provided."
2. After nominations, election will be by postal or electronic vote. In principle, all elections will be completed by 31 March each year.
3. In the case of a tied election, the successful candidate will be the one with the longest continuous membership in the Society.
4. As National Delegates have the special duty of representing and promoting the ERS in their own country, this mandate is not compatible with the same duty in another international society. The candidate will not be eligible if holding an office with the same duties in another international society, and not have similar duties during the time of mandate. Therefore he/she will be asked to announce such a conflict of duties.

Article V. Executive Committee

1. The composition of the Executive Committee is defined in the ERS Constitution. The Executive Committee can invite the attendance of any officer, on an adhoc basis, following approval of the Steering Committee.
2. The members of the Executive Committee carry out their duties on behalf of the Society on a voluntary basis, and are only entitled to refund of documented expenses incurred during the conduct of these duties.
3. Unless exceptional events occur, all members of the Executive Committee are under an obligation to serve out the full period of their mandate. They are not eligible to run for any other office until the final year of their mandate.
4. No member of the Executive Committee shall be allowed to hold more than one office at the same time.
5. Members of the Presidential cycle, during their term of office, may not simultaneously hold the position of president of a national society nor a position in the ruling body of an international society.
6. The Presidential cycle will consist of the Vice-President, the President-Elect, President, and the Past President.
7. The President and the President-Elect should be based in different states. The Secretary General and the Treasurer should be based in different states.
8. Period of Office:
 - a. Vice-President, President-Elect, President and Past President: one-year non-renewable. After termination of their periods of Office, the Vice-President shall automatically become President-Elect, the President-Elect shall automatically become President and the President shall automatically become the Past President.
 - b. The Chair of the Scientific Committee, Chair of the ERS School, Chair of the Publications Committee, Treasurer, Secretary General, and Secretary for European Affairs: one year as officer-elect followed by a single three-year term with no re-election or re-confirmation.

9. Membership of the Executive Committee is limited to a total of seven years.
10. The ERS Executive Director has observer status at the Executive Committee meetings and at any other Committee meeting. The Executive Director may request the attendance of any relevant staff member at the Executive Committee meeting or at any other Committee meeting, with observer status. Officers in Elect position have observer status in all Committees where the current officer is a member.
11. The Executive Committee shall make decisions by majority vote; fifty one percent of the members shall constitute a quorum.
12. Assembly Secretaries shall attend meetings of the Executive Committee when the Assembly Head is unable to, substituting for the Assembly Head with full voting rights.
13. Where repeated attempts to contact an Officer have failed or when an officer has not attended two successive meetings of the Executive Committee, or other official committees, without notifying the office or without major reasons, the Executive Committee can take steps to replace the Officer concerned.
14. Any officer can be removed from office by a vote of no confidence by the Executive Committee, following formal written request signed by at least 51% of the members of the Executive Committee. Confirmation of the removal from office requires a vote in favour of at least two thirds of all the members of the Executive Committee. The Officer concerned shall be suspended from active duties pending confirmation of the removal from Office by the Council.
15. An officer who is discovered to have a criminal record or who has been shown to have been involved in scientific or commercial fraud or falsification can be removed from office by at least two thirds of all the members of the Executive Committee. He or she has the right to appeal to the Council.

Article VI. Emergency Procedures

In the case of long-term incapacity or the death of one of the members of the Executive Committee, the following rules will apply:

1. President: The President-Elect will immediately become President. When replacing the President, the President-Elect will serve out the remainder of the President's term of office followed by his/her own normal term as President.
2. President-Elect: The Vice President will immediately become President-Elect. Should the President-Elect be replaced, the Vice President will serve out the remainder of the President-Elect's term of office followed by his/her own normal term as President-Elect.
3. Past President: The immediate Past President will assume the roles of the current Past President.
4. Vice President: The normal procedures for election by the General Assembly should be followed, both for President Elect and Vice President, as defined in Article IX.
5. Secretary-General, Treasurer, Chair of the Scientific Committee, Chair of the Publications Committee, Chair of the ERS School and Secretary for European Affairs: The Officer-Elect will immediately replace the corresponding office holder, will serve out the remainder of the term of office of the person they replace, plus the whole of their own term of office. If the Officers-elect have not yet been elected, the procedures for an emergency election should be followed.
6. Editor(s) of the ERJ, Monograph: the procedures for an emergency election should be followed.
7. Emergency election procedures: The Nomination Committee will be reconvened and will submit three names to the next meeting of the Executive Committee, in accordance with By-law VIII, Nomination Procedures. The name of the persons approved by the Executive Committee will be immediately submitted to the Council, or to the General Assembly for the President, for approval by postal or electronic vote and, if approved, the person elected will assume office immediately.
8. Head of Assembly: The Secretary of the Assembly will act as Head. An election will be organised and the

new Head of Assembly will take office immediately on completion of the election. If the new Head of Assembly was the previous Assembly Secretary, an election will be organised and the new Assembly Secretary will take office immediately on completion of the election.

Article VII. Standing Committees / Duties

1. **Directors**: Directors within Committees are elected by the Executive Committee on recommendation of the specific committee. For each position, the committee should consider at least three candidates. The mandate of Directors is 3-years, non-renewable.
2. **Nomination Committee**: The Nomination Committee is responsible for considering, seeking the agreement of, and presenting to the Executive Committee, candidates for office as defined in Article VIII and IX of these Bylaws. The Committee shall be composed of:
 - The two most recent Past Presidents, plus the current Past President who will chair the Committee
 - The Secretary General
 - The immediate past Chairs of the ERS School and the Scientific Committee; the preceding chairs if the former are in the Presidential cycle.
3. **Scientific Committee**: The function of the Scientific Committee is to contribute to the advancement of Science in Respiratory Medicine, for example by means of: Fellowships, Research Seminars, Lung Science Conference and Task Forces. The Scientific Committee shall be composed of:
 - The Chair of the Scientific Committee
 - Heads of Scientific Assemblies
 - The Research Director
 - The Conferences and Seminars Director
 - The Guidelines Director
 - The Chair-Elect of the Scientific Committee, the Editor(s) of the ERJ, the Editor of the ERR, the ERS Executive Director and Section Chairs are observers ex-officio.
4. **Congress Committee**: The Congress Committee assists the office in the practical organization of the congress, but not for its scientific organization. The Executive Committee controls the administrative and financial activities of the Congress Committee.

The President will present the Steering Committee's recommendations for the Chair and Co-Chair of the Annual Congress, for approval by the Executive Committee, two years prior to the Congress. If the names are not approved, new names will be presented. Both the Congress Chair and the Co-Chair should normally be from the host country. The Chair of the current congress chairs the Committee.

The Congress Committee shall be composed of:

 - The Chair and Co-Chair of the current congress
 - The President of the Society
 - The ERS President serving at the congress
 - The Secretary General
 - The Treasurer
 - The Scientific Committee Chair
 - The School Chair
 - The Chair and Co-Chair of the subsequent congress
 - The ERS Executive Director is an observer ex-officio
5. **Programme Committee**: The function of the Programme Committee is to organise the scientific programme of the annual congress. The committee shall be composed of:
 - The Chair of the Scientific Committee, who will chair the Committee
 - The Chair and Co-Chair of the current congress
 - The Heads of the Scientific Assemblies
 - The Editor(s) of the ERJ and the ERS Executive Director are observers ex-officio
 - Officers of the Scientific Groups shall be involved in the scientific organisation and the selection process of the Annual Congress.

The Chair and Co-Chair of the current congress may suggest topics of interest and speakers to the

Programme Committee, as regular members, and these proposals shall follow the normal rules for approval.

6. ERS School: The ERS School shall promote and support training and continuous medical education in respiratory medicine in Europe and in other countries if requested.

The ERS School shall be composed of:

- The Chair of the ERS School
- The Director of Congress Activities
- The Director of External Activities
- The Director of Learning Resources
- The HERMES Director
- The Assessments Director
- The Editor of Breathe
- The ERM Editor
- The Scientific Assembly and Section Secretaries
- External members
- The Chair-Elect of the ERS School and the ERS Executive Director are observers ex-officio.

External Members are elected by the Executive Committee on proposal of the School. The mandate is three years, non-renewable, starting at the ERS General Assembly of the current year. For each nomination, the School should consider at least three candidates. If an external member is unable to attend a meeting, he/she cannot be replaced.

The ERS School is authorized to establish sub-committees to oversee various school activities where appropriate. The mandate of their members is 3-years, renewable once.

7. Steering Committee: The Steering Committee is responsible for the current functioning of the Society. It deals with all daily administrative and executive activities according to the strategy agreed in the Executive Committee. The Steering Committee shall be composed of:

- The President, who will chair the Committee
- The Past-President
- The President-Elect
- The Vice-President
- The Secretary General
- The Treasurer
- The Secretary for European Affairs
- The Chair of the Scientific Committee
- The Chair of the ERS School
- The ERS Executive Director is an observer ex-officio.

8. Finance and Budget Committee: The Finance and Budget Committee is a technical committee with no final decision power. It prepares the budget proposal for discussion and approval by the Executive Committee, regularly monitors its execution including proposals for corrective actions. It monitors and assesses financial, legal and other risks and defines and monitors the ERS investment policy. The Committee shall be composed of:

- The Treasurer, who will chair the Committee
- The President-Elect
- The Vice-President
- The Secretary General
- An external consultant with finance and management expertise
- The Executive Director

The Chairs of the ERS Committees may be invited on an ad-hoc basis.

9. UK Charity Trustees: The UK Charity Trustees are the members of the European Respiratory Society (UK) Limited, a Company Limited by Guarantee and not having a Share Capital. The UK Charity Trustees are composed of:

- The Secretary General
- The Treasurer
- A British member of the Executive Committee appointed by the Executive Committee. If there are no British members of the Executive Committee, the Executive Committee may appoint a person of British nationality with close links to the Society.

10. Publications Committee: The Publications Committee coordinates and supervises the aims, targets and scope of the various scientific and educational publications. It advises the individual editorial boards and controls the technical production of the journals.

The Publications Committee shall be composed of:

- An expert in publications, proposed by the Nominations Committee, who will chair the Committee
- The Guidelines Director
- One representative of the Scientific Committee
- One representative of the ERS School
- One representative of the Advocacy Committee
- The Treasurer
- The Secretary General
- The ERS Executive Director is an observer ex-officio.

The representatives will be proposed by the relevant Committee and approved by the Executive Committee. The Editor(s)-in-Chief of the ERJ, the Editor of the Monograph, the Editor of the European Respiratory Review and the Editor of Breathe have observer status and shall be invited as appropriate. Two external consultants from the publishing industry will have observer status.

11. Membership and Communications Committee: The function of the Membership and Communications Committee is to coordinate and supervise all aspects of membership of the Society including recruitment of new members, retention of members, membership benefits, recruitment drives and special offers, and types of membership. The Committee will consider the needs of underprivileged areas of the world, and how the ERS might respond to these. The Committee will coordinate and supervise all aspects of the Society's communications, excluding Publications.

The Membership and Communications Committee shall be composed of:

- The Secretary General, who will chair the Committee
- The President-Elect
- The Treasurer
- National Delegates may be co-opted as needed
- The ERS Executive Director is an observer ex-officio.

12. Tobacco Control Committee: The function of the Committee is to coordinate and supervise the activities of the ERS in relation to tobacco control. The Committee shall be composed of:

- The Chair of the Committee, proposed by the Nominations Committee and appointed by the Executive Committee, as defined in Article VIII.
- The Chair of Group 6.3
- The Head of Assembly 6
- The ELF Chair
- One representative of the ERS School
- Two ERS members with expertise in tobacco control, appointed by the Executive Committee from the general membership

- The Secretary for European Affairs
- The ERS Executive Director

All posts have three year mandates and are non-renewable. The Executive Director is an observer ex officio.

If necessary, the Committee may co-opt up to two experts in the field for specific tasks of limited duration, subject to the approval of the Executive Committee.

13. Advocacy Committee: The function of the Committee is to promote awareness of respiratory disorders as major health issues in EU institutions and international health agencies. The Committee will work to increase resources to manage patient and respiratory health problems, resources to research respiratory-related disorders, resources for professional education in respiratory health. It will coordinate all matters pertaining to advocacy of the Tobacco Control committee and the Environment & Health committee. It will link with European National Societies and other European Societies and organisations to promote awareness and resources for respiratory disorders at national and EU level.

The Committee will be composed of:

- the Secretary for European Affairs, who chairs the Committee
- the President
- the President-Elect
- the Vice-President
- the ELF Chair
- the Chair of the Tobacco Control Committee
- the Chair of the Environment & Health Committee
- the Director of Scientific Relations with the EU
- flexible ad hoc members from Scientific Assemblies and Groups
- The ERS Executive Director is an observer ex-officio

14. Ad hoc Ethics and Conflict of Interest Committee: The function of the Ad hoc Ethics and Conflict of Interest Committee is to advise the ERS on all matters pertaining to the ethical aspects and implications of the ERS statutes and its scientific, educational and advocacy activities (for example conflicts of interest, relationships between ERS members and external organisations). The Committee will work on referrals from any member, officer, standing committee or member of staff via the Secretary General. It will meet on an ad hoc basis and report, in writing, to the Executive Committee. The composition of the committee will be approved by the Executive Committee on an ad hoc basis depending on the topic of referral. The Chair will be appointed by the Executive Committee and must be a person with experience in medical ethics. The ERS Secretary General is an observer ex-officio.

15. Duties of the Council Auditors: Two Auditors are elected by the Council to check the report of the Treasurer, oversee the overall financial management of the Executive Committee, report to the Council on the financial management of the Society, recommend approval or rejection of the Society's annual accounts and financial report, make recommendations on the future financial policies of the Society.

To achieve this, the Council Auditors will meet once a year with the External Auditors, the Treasurer, the Executive Director and Finance Manager to discuss the financial statements and the External Auditors' report on the Society's financial accounts, meet as necessary with the Treasurer, Executive Director and Financial Manager of the Society, have access to the Society's financial accounts, minutes of the meetings of the Executive Committee, and other documentation as may be necessary for the them to accomplish their tasks.

16. Environment and Health Committee: The functions of the Environment and Health Committee are to advise the ERS in all matters pertaining to the impact of environmental factors on respiratory health; to provide respiratory medicine and occupational medicine clinicians and researchers, environmental health researchers, epidemiologists and toxicologists with the information needed for improving the prevention and management of environment related respiratory disease; to contribute to improvement in respiratory health in Europe and elsewhere by the provision of information to policy making agents and the public.

It shall be composed of:

- The Chair, who is proposed by the Nominations Committee and appointed by the Executive Committee, as explained in Article VIII

- Two experts to be approved by the Executive Committee
- The Secretary for European Affairs
- Other members, up to a maximum of three, may be co-opted as required, subject to the approval of the Executive Committee
- The ERS Executive Director is an observer ex-officio

The mandate is three years non-renewable for the Chair and renewable once for the experts. A member of the ELF and the Executive Director are observers.

17. Corporate Relations Committee: The function of the committee is to ensure that corporate activities at Congress, and the investment of industry in other ERS ventures, are in the best interests of the society. The committee will review and approve potential, new or alternative revenue generating opportunities with a view to protecting the financial well being and integrity of the society. It will plan the long term strategy for revenue generation, and will forecast expected degree of support. It will also be the arena wherein matters concerning industry such as changes in Industry regulations, future collaborations and long term initiatives involving industry should be discussed (In conjunction with/and following the Major Sponsors FORUM). It will serve as the point of contact for other committees, should there be any question regarding Industry activities which appear to contravene the existing guidelines, and to approve changes to guidelines and policy where appropriate. It shall be composed of:

- The Treasurer, who will chair the committee
- The President
- The President-Elect
- The Vice President
- The Secretary General
- The Chair of the School
- The Chair of the Scientific Committee
- The Chair of ELF
- The Executive Director is an observer ex-officio

18. Junior Members Committee: The function of the Junior Members committee is to ensure that the Under-35 members are actively involved in the society's activities. It shall be composed of:

- Eleven members, each representing an Assembly
- The Secretary General
- The Executive Director and the Coordinator of the Membership and Communications department are observers ex-officio

The Assemblies will each elect one Under-35 member, who will be on the Assembly's LRPC and will be the liaison officer between the Under-35 members and the Assembly. The Committee will elect within its members a Chair who will coordinate activities. The committee can also elect a secretary and/or web coordinator, supporting the Chair in the committee's activities.

Article VIII. Nomination Procedures by the Council

1. The Nomination Committee will present to the Executive Committee three candidates, or a minimum of two candidates, without ranking them in any order, for election to the following offices:
 - Secretary General-Elect
 - Treasurer-Elect
 - Chair Elect of the Scientific Committee
 - Chair Elect of the ERS School
 - Secretary Elect for European Affairs
 - Council Auditors

Exceptionally, if, in the opinion of the Nomination Committee and the Executive Committee no other suitable candidate can be found, a single candidate can be presented for the post of Secretary for European Affairs-Elect.

Editor(s) in chief of the ERJ: an Advisory Committee chaired by the Past President is appointed by the Executive Committee. It reviews CVs, statements and interviews candidates and makes recommendation(s) to the Nomination Committee in order of preference. The Nomination Committee presents its recommendations to the Executive Committee, which in turn recommends name(s) to the Council in order of preference. (The composition of the advisory committee is set out in a working practice directive May 2006, approved by the Executive Committee).

2. The Nomination Committee must present its nominees to the Executive Committee for approval by the Spring Meeting. The Executive Committee will forward the approved names, without ranking them in any order, to the Council, which will have the final vote. If the Executive Committee does not agree with any of the names proposed, the Nomination Committee will be asked to produce further name(s), by the June Executive Committee meeting.
3. The Council must vote, by secret ballot, on the names proposed by the Executive Committee and cannot accept other names. The vote may be taken electronically. If necessary, the officer in the concerned position will remain in office until new elections have taken place. If no candidate receives more than fifty per cent of the votes cast, the candidate with the least votes will be eliminated and the election will be repeated. If the second vote should result in a tie, the President will have the casting vote, in addition to a deliberative vote.
4. The Council, on recommendation of the Executive Committee, will elect the Editor(s) in Chief of the European Respiratory Journal. The Editor(s) in Chief's mandate is five years, non-extendable and non-renewable.
5. The Editors of other publications will be appointed by the Publications Committee and ratified by the Executive Committee. The mandate of the ERM Editor will be four years, non-extendable and non-renewable. The mandate of the editors of the other publications will be three years, non-extendable and non-renewable.
6. The Chair of the Publications Committee, the Guidelines Director, the Chair of the Tobacco Control Committee, the Chair of the Environment & Health Committee; The Executive Committee must vote, by secret ballot, on the names proposed and cannot accept any other names. If no candidate receives more than fifty per cent of the votes cast, the candidate with the least votes will be eliminated and the election will be repeated. If the second vote should result in a tie, the President will have the casting vote, in addition to a deliberative vote. If the Executive Committee does not accept any of names proposed by the Nominations Committee, new names must be proposed within two months and the final decision made by the June Executive Committee. The vote may be taken electronically. If necessary, the officer in the concerned position will remain in office until new elections have taken place.

Article IX. Nomination Procedures by the General Assembly

1. The Nomination Committee will present to the Executive Committee three candidates, or a minimum of two candidates, without ranking them in any order, for election to the following offices:
 - Vice-President
2. The Nominations Committee must present its nominees to the Executive Committee by the Spring meeting. If the Executive Committee does not agree with any of the names proposed, the Nominations Committee will be asked to produce further name(s), by the June Executive Committee meeting.
3. After approval of the Executive Committee the candidates for Vice-president will be elected by the General Assembly by electronic voting. Candidates will present themselves on the web by power point presentation. The elections will be open from July to August for the first round. If no candidate receives more than fifty per cent of the votes cast, the candidate with the least votes will be eliminated and the election will be repeated. If the second vote should result in a tie, the President will have the casting vote, in addition to a deliberative vote. The elected Vice-President will be announced in the General Assembly during the Congress.

Article X. Conflict of Interest

1. All candidates standing for election must complete the Disclosure of Interest Form (DoI) to the ERS Office prior to the election.
2. Candidates are not eligible if they are a full or part-time employee or are, or have been, a permanent or substantively paid retained consultant of industry during the preceding five years.
3. ERS Officers holding other positions must complete the DoI annually.
4. Chairs of Task Forces must complete the DoI prior to appointment. Members of Task Forces must complete the DoI on appointment.
5. The DoI must be updated yearly. The Secretary General will make sure the update has been conducted, reporting to the Executive Committee. He/she will report failure to update disclosure to the Disclosure Report Committee.
6. Failure to comply with the Rules of Disclosure will be examined by the Ad hoc Ethics and Conflict of Interest Committee.
7. Officers who do not file an annual Declaration of Interest, after they have been asked twice to do so can be removed from office with the agreement of at least two thirds of all the members of the Executive Committee. They will have the right to appeal to the Council.
8. Any officer or member representing the ERS at a meeting or similar may not accept a travel grant from a commercial source in order to attend that event. The society will provide reimbursement for this purpose.
9. Steering Committee members, Congress Chair and Co-Chair, the Guidelines Director and the Editor(s) in Chief of the ERJ may not be involved as speaker or chair in the industry sponsored symposia at the Annual Congress.
10. ERS does not accept at any of its events, meetings and/or courses, faculty who are receiving funding from the tobacco industry. Invited faculty will be asked to disclose any funding and/or conflict of interest related to the tobacco industry. In the case of disclosure of a conflict of interest any time after 1.1.2000 by the person concerned, there will be a 5-year ban from the date of disclosure before that person is allowed to participate actively in an ERS event again. In the case of the discovery of a conflict of interest, which was not disclosed by the person concerned, there will be a ban for life from participating actively in any ERS activity, including all ERS publications and scientific and intellectual contributions of any type. The same principle will apply to any other real or perceived, direct or indirect links with the tobacco industry, such as the holding of shares, speaking at or attending meetings organised by the tobacco industry. Any person found to be maintaining a relationship (as defined above) with, or receiving funding from, the tobacco industry after 1/1/2013 will be banned for life from involvement in any ERS activity including, membership, all ERS publications, scientific and intellectual contributions of any type.

Article XI. Long Range Planning Committees

1. Each Assembly should create a Long Range Planning Committee (LPRC) with the objective of providing highly effective strategic development and to assist the current Assembly Heads in:
 - Member recruitment.
 - Nominations for election.
 - Proposal of task forces.
 - Overseeing the development of other related associations.
 - Management of the Assembly Awards Programme.
 - Any long-term activity of the Scientific Assembly that extends clearly beyond the term of one Head and Secretary.
 - Acting as the liaison body of the Scientific Assembly, in coordination and cooperation with the

Assembly officers, to bodies external to ERS (societies, groups and individuals).

2. LRPCs are consulting bodies and have no powers except those delegated by the Assembly Heads as agreed by the Executive Committee.
3. LRPCs will be composed of:
 - Two co-Chairs:
 - Elected from the Assembly membership for term of 3 years, non-renewable, at the Assembly Business Meetings.
 - The Head of Assembly, for the duration of his/her mandate
 - Immediate Past Head of Assembly: for 3 years
 - Assembly Secretary: For the duration of his/her mandate
 - Up to six additional members elected by the Assembly at the annual business meeting for a term of 3 years, non-renewable, one of whom shall be part of the ERS Junior members working group.

All members of the LRPC have voting rights.

4. LRPCs should meet at ERS Annual Congress. Any other meeting of the LRPC should not incur any cost to the ERS and should follow ERS rules for sponsoring.
5. The LRPC Chairman reports to:
 - The Executive Committee, via the Assembly head
 - The Office, via the Scientific Department for:
 - Recording all new nominations
 - Reporting information on activities (especially the Awards Programme)
 - Scheduling formal meetings at ERS congress, i.e. booking rooms (convening LRPC members and drafting the agenda is the LRPC chairman's responsibility)

- Date:

- ERS President

ERS Secretary General