



**SOCIÉTÉ INTERNATIONALE D'ONCOLOGIE PÉDIATRIQUE  
INTERNATIONAL SOCIETY OF PAEDIATRIC ONCOLOGY**

**CONSTITUTION**

**ARTICLE 1: NAME AND DOMICILE**

**1.1** The official name of this organisation shall be the Société Internationale d'Oncologie Pédiatrique with the acronym SIOP hereafter referred to as “the Society” or “SIOP”. It is also to be known by the English translation; namely, the International Society of Paediatric Oncology. The name of the organisation and its acronym SIOP may only be used by a member for professional identification or in a curriculum vitae. A member shall not use the name or acronym for any commercial purpose or to advertise his/her services without the express approval of the Executive Board. A violation of this prohibition may result in censure, suspension or expulsion of the member from the Society by the Executive Board.

The Society was founded in 1969.

Under the name of "International Society of Paediatric Oncology" there exists an association governed by the present statutes and by the provisions of articles 60 ff. of the Swiss Civil Code.

**1.2** SIOP has its domicile where its administration is domiciled, currently Geneva, Switzerland. The administration and consequently the domicile of SIOP may be changed by the Executive Board. The membership will be notified in advance of such a change at an Annual Business Meeting of the Society.

**1.3** SIOP

**ARTICLE 2: VISION AND MISSION OF SIOP AND CHARITABLE STATUS OF THE SOCIETY**

SIOP is a non-profit organization, and acts in a selfless manner. Its financial resources includes Membership dues as described in the section 1.6 of SIOP Bylaws, voluntary contributions, grants and donations, private and public subsidies funds from conferences, other events, activities, fundraising, income from royalties or licensing agreements derived from journals or other resources authorized by the law. Members do not receive funds or additional benefits. SIOP aims for a charitable tax-exempt status.

**2.1 Vision**

No child should die of cancer.

## **2.2 Mission**

SIOP's Mission is:

- To ensure that each child and young adult with cancer has access to state of the art treatment and care.
- To ensure that all involved in childhood cancer worldwide, have access to the latest advances through meetings, networking, and continuing professional development.
- To support those caring for children and young adults with cancer to provide the best curative and palliative therapies.
- To advocate for appropriate long term follow up for children and young adults after treatment for cancer.

## **2.3 Goals and Objectives**

The Vision and Mission of SIOP will be realized through specific Goals and Objectives as defined by the Executive Board and Board of Directors.

### **ARTICLE 3: BODIES OF THE SOCIETY**

#### **3.1 Assembly**

The Assembly is defined as those members with voting rights who are present at the Annual Business Meeting and in good standing for that specific year. The Assembly is the highest and final decision-making body of the Society. The Annual Business Meeting is held during the Annual Scientific Congress.

#### **3.2 Executive Board**

The Executive Board consists of the core officers of the Society: namely the President, Treasurer and Secretary General. In addition an Officer-Elect (President-Elect, Treasurer-Elect or Secretary General-Elect) will serve one year as a member of the Executive Board, in rotation, for the year before taking up the full role of President, Treasurer or Secretary General respectively. The Executive Board is responsible to, but makes decisions on behalf of, the Assembly.

#### **3.3 Board of Directors**

The Board of Directors consists of the Executive Board, the Chair of the Scientific Committee, the Continental Presidents and the Past President. SIOP committees and working groups report to respective members of the Board of Directors.

### **ARTICLE 4: OFFICERS OF THE SOCIETY**

#### **4.1 Officers**

The Officers include all members of the Executive Board and Board of Directors. The President, Treasurer and Secretary General are elected by all members with voting rights. Continental

Presidents are elected by members with voting rights in the respective continents. The Chair of the Scientific Committee is elected by all members with voting rights but it is the responsibility of the sitting Scientific Committee to nominate candidates for the position of Chair.

A new President, Treasurer or Secretary General is elected at least 1 year before the term of office of the sitting Officer ends. The Officer-Elect sits on the Executive Board for 1 year before he/she takes up the full office. The outgoing President sits on the Board of Directors as Past-President for 1 year following completion of their term of office as president to be able to follow-up main topics she/he has set up during her/his presidency.

**4.2 Duties of the Officers**

Each officer has a defined role with specified duties as defined in the SIOP Policy and Procedures Manual. Officers are under an obligation to members of the Society to fulfil their roles during their term of office. If an officer is unable to fulfil their role for the whole of their term of office the Executive Board will take appropriate measures to ensure continuity in management of Society business.

**4.3 Powers to Contract – Signatories**

The President, Treasurer and Secretary General shall be the authorized signatories of the Society.  
The Society shall be validly bound by the joint signatures of any two (2) of the authorized signatories.

**4.4 Terms of Office**

The terms to be served by each officer are as follows:

President	3 years
President-Elect	1 year
Past President	1 year
Secretary General	3 years
Secretary General-Elect	1 year
Treasurer	3 years
Treasurer-Elect	1 year
Continental Presidents	3 years
Chair of Scientific Committee	3 years

**ARTICLE 5: MANAGEMENT OF THE SOCIETY’S FINANCES**

**5.1 The Financial Year**

The Financial Year starts on 1<sup>st</sup> August and ends on July 31<sup>st</sup>.

## **5.2 Responsibilities for Finances**

The Treasurer has primary responsibility for the Society's finances. All transfers/disbursements to/from SIOP accounts must be approved and signed by the Treasurer and either the President or the Secretary General.

## **5.3 Annual Budget**

An annual budget and Treasurer's report will be prepared by the Treasurer. The report will include a financial statement for the respective financial year(s). The report, including the financial statement, will be reviewed and revised as necessary by the Executive Board prior to the Annual Business Meeting.

## **5.4 Auditing of the Accounts**

The Executive Board will appoint an independent certified Auditor. The Auditor will be instructed by the Executive Board to audit the accounts of the Society on an annual basis. The Auditor will have the right to inspect all financial documents and therefore has direct access to these. The report generated by the auditor will be reviewed and discussed by the Executive Board. The finalised report will be endorsed by the Auditor, accepted by the Executive Board, and made available upon request to the Assembly prior to the Annual Business Meeting.

## **5.5 Approval of Financial Reports**

The Treasurer will present the financial reports at the Annual Business Meeting for approval by the Assembly.

# **ARTICLE 6: AMENDMENTS**

**6.1** This Constitution or any portion thereof may be amended by an affirmative vote of two-thirds (2/3) of the Assembly at the Annual Business Meeting, provided that proposed amendments have been circulated to members at least two (2) months prior to the Annual Business Meeting. A quorum, defined as five per cent (5%) of the membership with voting rights in good standing on the date of the Annual Business Meeting must be present for amendments to be accepted or rejected.

**6.2** Proposed amendments may originate from any member of the Society. They should be submitted to the Executive Board at least six (6) months prior to the Annual Business Meeting, and should have the endorsement of at least twenty (20) SIOP members with voting rights who are in good standing when the proposed amendments are submitted to the Executive Board.

**6.3** Amendments properly proposed to the Executive Board will be presented at the following Annual Business Meeting, with the recommendation of the Executive Board and Board of Directors for approval by the Assembly.

# **ARTICLE 7: DISSOLUTION**

- 7.1** Dissolution shall be proposed, processed, and voted upon in a manner identical to that stipulated for Amendments.
- 7.2** In the case of dissolution of the Society, funds remaining after payment of all outstanding debts will be donated to an international organisation for paediatric cancer research, selected by the out-going Executive Board.

**This version of the constitution was approved by the Annual Business Meeting at the meeting in Toronto, Canada, October 2014.**