

CONSTITUTION

• Article 1 – Name

The name of the organization shall be:

THE EUROPEAN ASSOCIATION FOR HAEMATOPATHOLOGY (EAHP)

• Article 2-Aims

The purpose of this Association shall be to study diseases of the haematopoietic and lymphoid systems and to promote the exchange and dissemination of knowledge concerning the diagnosis and treatment of these diseases through:

1. The stimulation of interest, investigation, exchange, and dissemination of knowledge concerning haematopathology.
2. Co-ordination and integration of the morphological aspects of haematopathology with other allied aspects.
3. Promotion of research in haematopathology.
4. Organisation of meetings, workshops, and tutorials.

The Association will not undertake any commercial activity except for the conduct of what business would be necessary for the achievement of its aims as set hereof.

• Article 3 – Membership

Membership of the Association shall be open to professionals interested in the practice and study of haematopathology/haematology.

• Article 4 – Officers

The Officers of the Association shall be: President, past-President, President Elect, Secretary-Treasurer, Secretary-Treasurer elect, Scientific Secretary.

The President, past-President, the President Elect and the Secretary-Treasurer elect shall hold office for not more than two consecutive years. The Secretary-Treasurer and the Scientific Secretary are elected for four years. They may be re-elected for a further term of office but shall not hold office for more than eight consecutive years.

• Article 5 – Executive Committee

The Executive Committee of the Association shall consist of the five/six Officers and nine Councilors. One of the nine Councilors is a molecular biologist, one is a member at large who is member of the Executive Committee of the Society for Hematopathology (SH) (four years period) and nominated by the SH, and one is the chair of the European Bone Marrow Working Group (EBMWG) (2 years period). The President will act as chair of the Executive Committee.

• **Article 6 – Nomination Committee**

The Nomination Committee for election of President shall consist of the three most recent Past-Presidents of the Association with the most recent President as chair.

The executive committee nominates candidates for the free positions of the Secretary-Treasurer, the Scientific Secretary, and all free positions of Councilors except the member at large from the Society of Hematopathology and the chair of the EBMWG, with due regard to geographic and gender diversity. Nominations will be directly communicated to and elected by the members of the Association during the General Assembly.

• **Article 7 – General Assembly**

There shall be a biennial Meeting of the general membership and of the Executive Committee, further called “General Assembly” at such time and place as determined by the Executive Committee. Additional meetings may be called for special purposes.

• **Article 8 – Bylaws**

The constitution of the Association will be carried out according to the current bylaws.

• **Article 9 – Alteration of the regulations**

The regulations of the Association can be altered by the General Assembly if a qualified majority of 2/3 of the present full and in good standing members is reached.

BYLAWS

• **Article 1 – Membership**

Types of Membership and Eligibility

Members shall consist of:

1. Pathologists with an interest in haematopathology
2. Other medical doctors with interest in haematopathology/haematology
3. Basic scientists and/or biologists with a graduate degree in relevant disciplines actively working in fields consistent with the stated purposes of the Association
4. Residents, fellows, and trainees in haematopathology

Nomination, Approval and Resignation of Members

Candidates for membership must submit the application to the Secretary-Treasurer of the Association. Membership applications are sent electronically via the EAHP homepage and include a CV, passport photo and a completed membership application form. The Executive Committee shall have responsibility for approving new members. Membership may be terminated by resignation in writing to the Secretary-Treasurer.

Dues

The annual membership fee will be established by recommendation of the Executive Committee. Failure to pay dues for a period of three consecutive years shall cause forfeiture of membership.

• Article 2 – Meetings

Scientific meetings

There shall be a biennial scientific meeting of the Association at such time and place as determined by the Executive Committee. This meeting shall be preferably held at even years in one European city. Additional scientific meetings may be called for special purposes.

The scientific programme shall take the form of symposia comprising individual oral contributions, poster sessions and/or tutorials, and should also include a workshop. The content of the programme will be prepared by the Executive Committee together with the local organizer. The programme should include a “Karl Lennert Lecture” with a distinguished invited speaker chosen by the President and a “David Y. Mason Lecture” chosen by the EXCO. One day of the meeting is organized by the EBMWG.

Workshops

Workshops shall be organized in conjunction with the SH and shall be preferably held each year. At even years, the workshop will be part of the biennial scientific meeting of the EAHP and be organized by the EAHP. At uneven years, workshops will be held in the USA or Canada and organized by the SH.

Each EAHP authorized workshop will be organized by a panel including the President of the EAHP, the local organizer, as well as at least two members whose primary affiliation is with the SH. The members of the panel should be agreed with the Executive Committee.

After the workshop, the workshop panel will report on it by distributing a list of diagnoses and a report of the workshop should be published.

General Assembly

Time will be set aside, during the biennial meeting of the EAHP, to conduct a General Assembly devoted to business matters of the Association. Attendance will be limited to members. The quorum for this meeting shall be 10% of all members in good standing or 20 members, whichever is smaller.

Executive Committee

The Executive Committee of the Association shall meet annually. The Executive Committee may, at the request of the President, hold meetings at any time of the year.

• Article 3 – Officers

Election of Officers and Councilors

The Nomination Committee for election of President shall consist of the three most recent Past-Presidents of the Association with the most recent President as chair.

Candidates for all free positions of councilors and for the free position of Secretary-Treasurer and Scientific Secretary are nominated by the EXCO and communicated to the membership at least 30 days before the General Assembly at which elections take place.

After nomination, all members of the Executive Committee shall be elected by a majority of members present at the General Assembly. No proxies will be accepted.

Vacancies amongst Officers

Vacancies other than in the Presidency may be filled by appointment, by the President, or members of the Executive Committee, who will serve in their additional capacity until the next regular election. If the Presidency is vacant, the President Elect shall preside at the Executive Committee and Annual Meetings.

• **Article 4 – Executive Committee**

Duties of the Executive Committee

The Executive Committee shall conduct the business of the Association. It will specifically consider nominations for membership and oversee the Association's finances. In collaboration with the President and Scientific Secretary it will organize the biennial meeting and possible other meetings that are organized in conjunction with the Society for Hematopathology. The Scientific Secretary will act as representative of EAHP in the SH and in the European Society of Pathology (ESP).

The Executive Committee will distribute the agenda of the General Assembly 30 days before the date of the Meeting. The discussion and votes regarding the business or the organization of the Association will only be conducted on points raised in the agenda unless a majority of the voting members decide otherwise.

Any member wishing to add a subject of debate to the agenda will do so by a letter sent to the President or Secretary-Treasurer at least 15 days before the date of the Assembly.

A brief record of the discussions and vote during the General Assembly will be made by a member of the Committee, preferably the Secretary-Treasurer. It will be signed by the President, the President-elect and the Scientific Secretary.

• **Article 5 – Financial**

Annual Accounts

All accounts of the Association shall be drawn on a calendar basis, from January 1 to December 31.

Authority to Compensate

No Officer of the Association shall receive compensation for his services as such. The Executive Committee, acting via a majority of its members, may authorize or ratify the payment to any Officer of reasonable compensation for expenses incurred on behalf of the Association in any capacity deemed necessary or advisable and in the best interest of the Association. No member of the Association will be compensated for attending the biennial meeting. All members attending should pay their registration unless a waiver has been authorized due to special reasons and approved by the President and the Secretary-Treasurer.

The Association should contract a professional congress organizer (PCO) to support the management of the biennial meetings.

Financial Report

A report to the membership on the financial status of the Association for the past year, will be made by the Secretary-Treasurer after the balance sheets and statements have been inspected by the Executive Committee or its representative. The Secretary-Treasurer's report will be subject to a biennial audit during the General Assembly.

Special Funds to Support Pathologists

The Association will have a special fund to support selected pathologists who wish to attend the EAHP meetings to present an abstract or a case at the workshop and who are unable to obtain sufficient local funding to attend the meeting. Eligible pathologists shall be senior pathologists or pathologists-in-training who are active in the field. The applications shall be addressed to the Secretary-Treasurer and shall be selected on an individual basis by the President, the Scientific Secretary and the Secretary-Treasurer.

• Article 6 – Affiliation and Working Groups

The Executive Committee is empowered, subject to approval of the membership at the biennial meeting, to affiliate with other organizations or to institute working groups that are part of the Association. Continuous efforts should be undertaken to co-ordinate such activities with those of the SH.

Article 7 - Representation

Members requested to represent the EAHP (e.g. "on behalf of EAHP") by other organizations, committees or task forces must be mandated by the Executive Committee. This does not apply to personal representation.