



the global network of science academies

STATUTES

**ENDORSED BY THE IAP EXECUTIVE COMMITTEE AT ITS MEETING ON 26 FEBRUARY
2013 IN RIO DE JANEIRO AND**

**ADOPTED BY THE IAP GENERAL ASSEMBLY ON 27 FEBRUARY 2013, IN RIO DE
JANEIRO, BRAZIL**

Article 1: Establishment

IAP – the global network of science academies¹, hereinafter referred to as IAP, is an association created by the world's academies of sciences for the purpose of working together through bilateral, regional², and world-wide collaboration to achieve the objectives specified below.

Article 2: Objectives

- 2.1 The IAP shall act as an independent international forum that brings together the academies of sciences of all nations to: (a) stimulate collaboration between academies of sciences; (b) discuss the scientific aspects of issues of global concern; (c) prepare and disseminate common statements on such issues; and (d) provide mutual support to academies of sciences.
- 2.2 In pursuing these objectives the IAP shall collaborate with academies of engineering, technology, medicine, agriculture, social sciences, humanities or other disciplines, as well as with international bodies like the United Nations Educational, Scientific and Cultural Organization (UNESCO), the International Council for Science (ICSU), the International Social Sciences Council (ISSC), the InterAcademy Council (IAC) and the InterAcademy Medical Panel (IAMP).

Article 3: Activities

In pursuing its objectives the IAP may, *inter alia*, undertake the following activities:

- 3.1 Exchange information among academies of sciences on programs and experiences and develop common visions and positions;
- 3.2 Facilitate, directly or through the IAC and other organizations, the provision of expert advice to governments and international organizations;
- 3.3 Assist in strengthening the capacities of academies of sciences, particularly young and small academies, and especially those in less developed countries;

¹ Formerly known as the InterAcademy Panel on International Issues.

² Throughout this document, the term “regional” should be interpreted in its supra-national sense, i.e. geographical grouping of many countries.

- 3.4 Assist science communities, particularly in less developed countries, to set up national or regional academies of sciences if no such body exists;
- 3.5 Organize conferences, workshops and symposia on themes and topics that fall within its objectives; and
- 3.6 Undertake such projects and actions as it deems appropriate for achieving its objectives.

Article 4: Membership

- 4.1 Eligible for membership of the IAP are national, regional or global academies of sciences that elect their members essentially on the basis of scientific merit and that do not deny membership on ideological, ethnical, religious or gender-related grounds. For national academies there will in principle be one member academy per country, but, where merited, more than one Academy per country may be elected as member.
- 4.2 Each Member Academy present shall have one vote in all IAP decision-making processes.
- 4.3 Associations of national or regional academies of sciences may be admitted to the IAP as observers without the right to vote.
- 4.4 Academies that are not or not yet a member of the IAP may participate in IAP programs and activities if invited to do so by the Executive Committee.
- 4.5 If a member academy has not participated in IAP or its programs and activities for more than five consecutive years, the IAP Co-Chairs shall consult with that academy and, if the situation of non-activity persists for one additional year, they may propose to the Executive Committee that membership be suspended pending a decision of the General Assembly on the termination of membership.
- 4.6 In case of controversy about membership, particularly in relation to the criteria for membership as provided for in article 4.1, the IAP Co-Chairs shall make a final decision, taking account of the advice of the IAP Executive Committee and the IAP Membership Committee.

Article 5: General Assembly

- 5.1 As the highest decision-making body of the IAP, the IAP General Assembly shall be empowered, subject to the provisions of these Statutes, to make

decisions on all matters affecting the IAP.

- 5.2 The General Assembly shall, in particular, make the following decisions:
 - a. Approve general IAP strategies and policies;
 - b. Elect new member academies; the IAP Co-Chairs; the IAP Executive Committee; and the academy hosting the IAP Secretariat; and
 - c. Direct the Executive Committee to carry out any tasks deemed necessary for achieving the objectives of the IAP.
 - d. Amend these Statutes and adopt rules of procedure governing its own work and that of the other organs of the IAP.
- 5.3 The General Assembly shall adopt and may amend these Statutes with a two-thirds majority vote, abstentions not considered a vote.
- 5.4 The General Assembly may delegate specific tasks or responsibilities to the IAP Executive Committee.
- 5.5 The General Assembly shall consist of the Presidents of all academies of sciences that are members of the IAP. The President of an academy of sciences may designate a representative from among the leadership of the academy.
- 5.6 The General Assembly may only take formal decisions if at least one-third of all IAP member academies are represented at a meeting. Unless explicitly provided otherwise in these Statutes or in rules of procedure, the General Assembly shall decide by a majority vote, abstentions not considered a vote. A vote shall be taken by hand raising unless at least five members request a secret ballot. Decisions relating to a specific person or persons shall always be taken by a secret ballot.
- 5.7 Representatives of IAC, Regional Networks, IAMP, ICSU, and GYA may participate in the meetings of the General Assembly as observers without vote.
- 5.8 The IAP Co-Chairs may invite other organizations to participate as observers without the right to vote in a meeting of the General Assembly if that organization contributes, or may contribute, to IAP programs and activities.
- 5.9 The General Assembly shall meet in a regular meeting every three years, that meeting to coincide normally with a general conference of the IAP. The IAP Co-Chairs shall convene an extraordinary meeting of the General Assembly if at least ten IAP member academies request them to do so.

Article 6: Co-Chairs

- 6.1 The General Assembly shall elect two Co-Chairs, one from a developing country and one from an industrialized country. If a Co-Chair is member of an academy that is a member of the Executive Committee, that academy shall resign from the Executive Committee.
- 6.2 Co-Chairs are elected for a term of office that expires at the end of the first regular meeting of the General Assembly after the meeting in which they were elected. They may be re-elected for no more than one successive term. Preferably, at each election the General Assembly re-elects one Co-Chair for a second term and elects the other Co-Chair for a first term.
- 6.3 The Co-Chairs shall preside over the meetings of the General Assembly and the Executive Committee with a division of tasks to be agreed by them.
- 6.4 If a Co-Chair resigns before the end of his / her term or is otherwise unable to continue as Co-Chair, the Executive Committee shall appoint one of its members as acting Co- Chair for the remainder of the term of the original Co-Chair.

Article 7: Executive Committee

- 7.1 Subject to the provisions of these Statutes and the decisions of the General Assembly, the IAP Executive Committee shall take such initiatives and actions as are necessary for the achievement of the objectives of the IAP.
- 7.2 The Executive Committee shall, in particular, be responsible for:
 - a. Setting the time and venue for the meetings of the General Assembly;
 - b. Preparing the agenda of the meetings of the General Assembly;
 - c. Implementing the decisions taken by the General Assembly;
 - d. Securing funding for programs and activities;
 - e. Approving programs and activities, as well as their budgets;
 - f. Ensuring that actual spending is in accordance with these budgets.
- 7.3 The Executive Committee may set up such standing or *ad hoc* committees as it deems necessary for the discharge of its tasks and responsibilities.
- 7.4 The Executive Committee may poll member academies on a specific issue with a view to preparing an IAP statement on that issue. Such statements may be made public in accordance with special Rules of Procedure to be

adopted by the General Assembly.

- 7.5 The Executive Committee may only take formal decisions if at least seven members are represented at a meeting. The Executive Committee shall decide by a majority vote, abstentions not considered a vote. In case of a tie, the vote of the Co-Chair with the longest term in office shall decide. During meetings a vote shall be taken by hand raising unless at least two members request a secret ballot. At meetings a decision relating to a specific person or persons shall always be taken by a secret ballot. In the interval between meetings a vote may be taken by email. In a vote by email a non- reply shall be considered an abstention. If a vote by email relates to a specific person or person, the individual votes of members shall be kept confidential.
- 7.6 The Executive Committee shall consist of the IAP Co-Chairs as members *qualitate qua* and of eleven member academies elected by the General Assembly.
- 7.6.1 Of these eleven elected members, six shall be from different developing countries and five from different industrialized countries.
- 7.6.2 Member academies shall be elected for a term that expires at the end of the first regular meeting of the General Assembly after the meeting in which they were elected.
- 7.6.3 Member academies may be re-elected to the Executive Committee for no more than one successive term.
- 7.6.4 If a member academy resigns from the Executive Committee before the end of its term, the Executive Committee may fill the vacancy by appointing an IAP member academy in that vacancy until the expiration of the term of the original member.
- 7.6.5 Member academies shall be represented in the meetings of the Executive Committee by the President. A president, when not available, may designate in his/her place a representative from among the leadership of the academy or organization who has responsibility for international affairs (e.g. Foreign Secretary).
- 7.7 Membership of the Executive Committee ends automatically if: (i) a member does not participate in two consecutive regular meetings of the Committee;

or (ii) a member has not responded to any formal communication of the IAP Co-Chairs for more than a year. Any vacancy that so arises may be filled by the Executive Committee by appointing an IAP member academy in that vacancy until the expiration of the term of the original member.

- 7.8 Representatives from IAC and IAMP may participate in the meetings of the Executive Committee as observers without vote. If the academy hosting the IAP Secretariat is not represented on the Executive Committee, it may participate in the meetings of the Executive Committee as an observer without a vote.
- 7.9 The IAP Co-Chairs may invite other IAP member academies to the meetings of the Executive Committee. The IAP Co-Chairs may also invite other organizations to a meeting of the Executive Committee if that organization contributes, or may contribute, to IAP programs and activities.
- 7.10 The Executive Committee shall meet at least once a year.

Article 8: Secretariat

- 8.1 The IAP Secretariat shall be hosted by an IAP member academy elected by the General Assembly for a term of six years.
- 8.1.1 The term of a host academy shall be renewed automatically unless at least one year before the end of a term the Executive Committee decides to propose to the General Assembly to elect another host academy.
- 8.1.2 If the host academy wishes to terminate its role as host academy, it shall notify the Executive Committee of that intention at least one year before the date of actually ending its role as host academy.
- 8.2 The staff of the Secretariat, including the IAP Coordinator, shall be appointed by the host academy. In carrying out his/her tasks under article 8.4 the IAP Coordinator may enter only into such contractual or financial arrangements on behalf of IAP, as are recommended by IAP Co-Chairs acting for the Executive Committee and authorized by a mandate received from the host academy.
- 8.3 The host academy and IAP shall conclude an agreement defining the services the host academy will provide to support the Secretariat, as well as the costs of such services to IAP.

- 8.4 Under the overall guidance of the IAP Co-Chairs, the IAP Secretariat shall support the General Assembly and the Executive Committee in the discharge of their respective tasks and responsibilities. The Secretariat shall, in particular, be responsible for:
- a. Preparing and organizing all official IAP meetings;
 - b. Disseminating relevant materials to member academies;
 - c. Preparing an Annual Report on IAP programs and activities;
 - d. Maintaining working relations with relevant other organizations;
 - e. Receiving and disbursing the funds of the IAP;
 - f. Preparing reports and audits on the finances of the IAP; and
 - g. Formally present a report of their work at the Executive Committee Meeting covering the period since the last Executive Committee Meeting.

Article 9: Relations with other Organizations

- 9.1 The IAP shall collaborate closely with all related organizations.
- 9.2 The IAP shall develop cooperative relations with non-member academies or federations of academies for the purpose of having access in its programs and activities to a full range of expertise.
- 9.3 As the IAC emanates from the IAP, the IAP shall support the work of the IAC by transmitting to the IAC a list of nominees proposed by IAP member academies for IAC study panels and by assisting in developing a recommendation for the periodic renewal of the IAC Board. The IAP Executive Committee and the IAC Board may adopt joint rules and regulations for these and other cooperative tasks and responsibilities.

Article 10: Financial Matters

- 10.1 The Executive Committee working with IAP Member Academies, shall seek, and arrange for the receipt of financial contributions such as grants, donations and gifts. Acceptance of such contributions shall be effected by the Executive Committee after due diligence is appropriately carried out.
- 10.2 Unless explicitly arranged otherwise, member academies shall bear their own costs of participating in the meetings of the General Assembly or the Executive Committee.

- 10.3 The host academy shall bear all costs of the Secretariat, including salaries, office space, travel and communication.
- 10.4 The Executive Committee may also request member academies to make voluntary contributions to the IAP as such or to any of its programs and activities.

RULES OF PROCEDURE

**ENDORSED BY THE IAP EXECUTIVE COMMITTEE AT ITS MEETING ON 26
FEBRUARY 2013 IN RIO DE JANEIRO AND
ADOPTED BY THE IAP GENERAL ASSEMBLY ON 27 FEBRUARY 2013, IN RIO DE
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Article 1: Membership

- 1.1 Application for membership may be made at all times. It shall be in writing and in English, and provide information on objectives, members and organizational structure of the academy seeking membership. Each academy seeking membership shall explicitly endorse the IAP Statutes and Rules of Procedure.
- 1.2 Membership applications shall be reviewed by the Executive Committee or by a subgroup from the Executive Committee.
- 1.3 If eligible, the Executive Committee shall grant an academy seeking membership the status of provisional member. Academies with provisional membership may participate fully in all IAP programs and activities.
- 1.4 At its next regular meeting the General Assembly shall vote on new applications for membership and grant provisional members the status of full membership unless there are compelling reasons not to do so.

Article 2: Co-Chairs

- 2.1 At least six months before the end of term of office of one or both Co-Chairs, the Executive Committee shall ascertain whether one of the Co-Chairs is available for a second term in office, if allowed by the Statutes.
- 2.2 The Executive Committee shall request all IAP member academies to nominate candidates for any vacancy, indicating whether the new Co-Chair shall come from the group of developing countries or from the group of industrialized countries.
- 2.3 At least three months before the next regular meeting of the General Assembly the Executive Committee shall appoint a Nominations and Election Committee of three persons selected from among representatives of member Academies that do not seek election or re-election to the position of Co-Chair or to the Executive Committee.
- 2.4 From the nominations received the Nominations and Election Committee shall draw up a short list of no more than four candidates per vacancy, seek letters of endorsement and support from their own academies, and present the list to the General Assembly.
- 2.5 The General Assembly shall vote first on the election of a Co-Chair seeking a renewal of term. In electing a Co-Chair for a first term, the first candidate

to receive a majority of votes, abstentions not considered a vote, shall be elected Co-Chair. If no candidate receives a majority of votes, the candidate with the least number of votes shall be taken off the slate of candidates and a new vote shall take place. This procedure shall be repeated until a candidate receives a majority of votes.

Article 3: Executive Committee

- 3.1 At least six months before the next regular meeting of the General Assembly the Co-Chairs shall request all IAP member Academies to indicate whether they seek membership of the Executive Committee.
 - 3.1.1 In submitting their request to member Academies the Co-Chairs shall fix a deadline before which member Academies shall respond. This deadline shall be at least 30 days prior to the first day of the forthcoming meeting of the General Assembly.
 - 3.1.2 In submitting its candidacy a member Academy shall provide a brief citation of one page at most in which it summarizes the reasons why it seeks membership of the Executive Committee, either for the first time or for a renewal of term, and any support it is willing to commit to.
- 3.2 At least three months before the next regular meeting of the General Assembly the Executive Committee shall appoint a Nominations and Election Committee of three persons selected from among representatives of member Academies that do not seek election or re-election to the Executive Committee.
- 3.3 At least 14 days prior to the first day of the forthcoming meeting of the General Assembly the Nominations and Election Committee shall circulate to all member Academies a list of all candidates for membership of the Executive Committee, as well as their citations. The list shall be divided into two electoral groups: (a) Developing countries; and (b) Industrialized countries.
- 3.4 The election of the members of the Executive Committee shall be conducted by a secret ballot using paper forms. The Nominations and Election Committee shall decide on any issues relating to the validity of the election

process and its results.

- 3.5 The voting shall be organized as follows:
- 3.5.1 Each member Academy shall receive two ballot forms, one listing all candidates from the Developing Country group and one listing all candidates from the Industrialized Country group, as provided for in article 3.3 above. The ballot form shall not reveal the identity of the member Academy that uses it.
 - 3.5.2 For the electoral group “Developing countries” each member Academy shall cast affirmative votes in favor of 6 candidates by placing the sign X in the box appearing opposite the name of those candidates. A ballot form is invalid if more than 6 signs X are placed on the form. If fewer than 6 signs X are placed on the form, the missing votes shall be considered abstentions.
 - 3.5.3 For the electoral group “Industrialized countries” each member Academy shall cast affirmative votes in favor of 5 candidates by placing the sign X in the box appearing opposite the name of those candidates. A ballot form is invalid if more than 5 signs X are placed on the form. If fewer than 5 signs X are placed on the form, the missing votes shall be considered abstentions.
 - 3.5.4 For each of the two electoral groups the Nominations and Election Committee shall determine the number of affirmative votes each candidate has received. It shall then determine for the electoral group “Developing countries” 6 candidates that have received more affirmative votes than the other candidates in this group and for the electoral group “Industrialized countries” 5 candidates that have received more affirmative votes than the other candidates in this group. If two or more candidates have received the same number of affirmative votes they shall each be included in the appropriate electoral group until all vacancies have been filled. If for the last position of each electoral group with the least number of affirmative votes two or more candidates have received the same number of votes, the candidates shall draw lots to decide.
 - 3.5.5 On the basis of the determinations made under paragraph 3.5.4. above, the Committee shall rule, and announce, which candidates

are elected as members of the Executive Committee.

- 3.6 Executive Committee Members or Co-Chairs should declare all conflicts of interest and any possible perceptions of conflicts of interest. For example, a member should declare if they have, or have had in the past, a close working relationship, personal connection or financial contact with anyone from the organisations involved in a particular topic, contract or project. Members will be asked to leave the EC Meeting during consideration of any topic with which they have a conflict of interest. Their exclusion from the discussion may be published in the IAP minutes or website as part of the record of the meeting. If a Member is in any doubt, they should discuss any possible conflicts of interest with the Secretariat and Co-Chairs.

Article 4: Host Academy

- 4.1 After having decided to propose to the General Assembly to elect another host academy, the Executive Committee shall request, without delay, IAP member academies to indicate whether they seek election as host academy.
- 4.2 If the host academy has notified the Executive Committee that it wishes to terminate its role as host academy, the Executive Committee shall request, without delay, IAP member academies to indicate whether they seek election as host academy.
- 4.3 On the basis of the candidatures so received the Executive Committee shall develop a proposal for a new host academy and place that proposal before the next regular meeting of the General Assembly.
- 4.4 If it is not possible to postpone the decision until a regular meeting of the General Assembly, the decision may be made by electronic voting.

Article 5: Statements

- 5.1 If a Member of the Executive Committee or any other IAP Member proposes an important topic of scientific or societal concern for issuing an IAP statement, such proposal shall be brought to the attention of the IAP Co-Chairs. If the IAP Co-Chairs determine that it is desirable for IAP to issue such a statement, they shall propose to the Executive Committee to convene a drafting group of at most five internationally recognized experts on the

subject matter of the statement under consideration.

- 5.2 If the Executive Committee approves the proposal, all IAP member academies shall be informed without delay of the convening of the drafting group, requesting them to provide input in the work of the group and to identify scientists to be consulted by the drafting group.
- 5.3 The drafting group, working through electronic communication, shall prepare a draft statement in the shortest possible time, consulting other internationally recognized experts as necessary.
- 5.4 The IAP Co-Chairs shall review the draft statement to determine whether or not it meets IAP standards, such as it being limited in length, has a clear message on an important issue and addresses a well-defined group of decision-makers.
- 5.5 If a statement is approved by the IAP Co-Chairs, the draft statement shall be submitted to the Executive Committee and, with approval of the Executive Committee, be submitted to all IAP member academies for endorsement within one month. If a member academy does not respond within the deadline set when submitting the draft statement for endorsement, that member academy shall be deemed to endorse the draft statement.
- 5.6 When more than one-fifth of all IAP member academies explicitly decline to endorse a draft statement, the draft statement shall not be endorsed as an IAP statement.
- 5.7 Once a draft statement has been endorsed by at least four-fifth of all IAP member academies, the draft statement shall be issued as an IAP Statement without mentioning the names of the academies that endorsed it or that declined to endorse it.

Article 6: Publications

- 6.1 The IAP name or logo cannot be used on any publication without the express permission of the IAP Co-Chairs.
- 6.2 When appropriate, the IAP Co-Chairs can appoint an ad hoc review committee to review publications that request the use of the IAP name or logo.
 - 6.2.1 The ad hoc review committee is charged with evaluating the proposed publication to ensure the accuracy and balance of a

publication so as to safeguard the credibility and reputation of IAP.
