

# **ISPOR ROMANIA CHAPTER CONSTITUTION**

## **Article 1 : Name**

The name of the organization is the International Society for Pharmacoeconomics and Outcomes Research Romania Chapter, herein referred to as ISPOR Romania Chapter.

## **Article 2 : Mission**

The Mission of ISPOR Romania Chapter is to:

- Provide an environment where researchers, health care practitioners, decision-makers and any other person interested in the field of pharmacoeconomics and outcomes research can share knowledge at a country and international level.
- Serve as a bridge in bringing together country researchers, health care practitioners, patient organizations, and decision-makers interested in pharmacoeconomics and representatives of pharmaceutical industry, health-related organizations and academia.
- Act as a knowledge resource at a local level for individuals interested in pharmacoeconomics and outcomes research.
- Provide an opportunity for ISPOR Romania Chapter members to become more familiar with the activities of ISPOR as well as participate in its activities and promote membership into ISPOR.

## **Article 3 : Affiliation**

ISPOR Romania Chapter maintains affiliation as a component chapter of the International Society for Pharmacoeconomics and Outcomes Research (ISPOR).

## **Article 4 : Membership**

- Active membership is open to any Romanian citizen who is interested in the activities of ISPOR and ISPOR Romania Chapter and supports its mission.
- At least three of the Chapter members are ISPOR members.
- There will be an ongoing membership recruitment program to encourage membership into the ISPOR Romania Chapter as well as the ISPOR.
- In order to contribute to the financial sustainability of the activity of ISPOR Romania Chapter, an annual fee of 100 RON will be collected from its members.

## **Article 5 : Procedures**

- ISPOR Romania Chapter is governed by this constitution.
- ISPOR Romania Chapter holds at least one general meeting during the year. Minutes from the meeting must be taken and provided to the ISPOR Board of Directors upon request.
- Any member of the ISPOR Romania Chapter may initiate a constitutional amendment. Procedures for amending this constitution are outlined in Article 9.

## **Article 6 : Chapter Leadership**

- The leadership of the ISPOR Romania Chapter is represented by the Executive Committee.
- The Executive Committee's responsibilities include upholding the mission of the ISPOR Romania Chapter as defined in Article 2.
- The Executive Committee oversees and supports activities of the Chapter. The duties and responsibilities of the Executive Committee should be as defined in Article 7.
- The leadership must have their professional post within the region.
- The Executive Committee consists of the following elected members: President, President-elect, Past President, Secretary/Treasurer and three Directors. Members of the Executive Committee should represent diverse geographic locations and work environments. To facilitate the objectives of the Society and the Regional Chapter the President should be a health care decision-maker or an active researcher in the field of economics / outcomes research, at least for the first 5 years of the Chapter. President-elect / President / Past President are limited to one term. ISPOR Romania Chapter members elect the members of the Executive Committee. Elections are to be held according to the rules and procedures outlined in Article 8.
- Members of the ISPOR Romania Chapter Executive Committee hold their respective positions for a term of 2 years, or for the remainder of a term when filling a vacancy. The position of Director or Secretary/Treasurer can serve a second term if re-elected by members of ISPOR Romania Chapter.
- Executive Committee meetings are held as needed. Minutes of meetings must be taken. Minutes must be provided to the ISPOR Board of Directors upon request.
- The ISPOR Romania Chapter Executive Committee has the right to make decisions according to ISPOR Romania Chapter Constitution.

## **Article 7: Duties of Executive Committee**

### **President**

The President of ISPOR Romania Chapter:

- Takes office after a term as President-elect and holds this position for a term of up to 2 years;
- Oversees ISPOR Romania Chapter activities;
- Conducts and presides over all meetings of ISPOR Romania Chapter;
- Represents ISPOR Romania Chapter when called upon to do so;
- Provides an annual report of activities including a list of current ISPOR Romania Chapter members to the ISPOR Board of Directors.

The office is open to any member of ISPOR Romania Chapter, in accordance with the requirements outlined in Article 6.

### **President-elect**

The President-elect of ISPOR Romania Chapter :

- Holds this position for a term of up to two years as President-elect, and at the end of the term as President-elect becomes President;
- Conducts and presides over all meetings of ISPOR Romania Chapter in the absence of the President;
- Assists the President with the responsibilities and duties as necessary.

The office is open to any member of ISPOR Romania Chapter, in accordance with the requirements outlined in Article 6.

### **Past President**

The Past President of ISPOR Romania Chapter:

- Holds this position for a term of up to 2 years after serving as President;
- Conducts and presides over all meetings of ISPOR Romania Chapter in the absence of the President/President-elect;
- Assists the President with the responsibilities and duties as necessary.

### **Secretary/Treasurer**

The Secretary/Treasurer of ISPOR Romania Chapter:

- Records the minutes of ISPOR Romania Chapter meetings. An official copy of the minutes should be kept in the ISPOR Romania Chapter records and a copy emailed to: [RegionalChapter@ispor.org](mailto:RegionalChapter@ispor.org);
- Handles ISPOR Romania Chapter correspondence as necessary;
- Is responsible for any financial transactions of ISPOR Romania Chapter;
- Keeps and maintains the ISPOR Romania Chapter records;
- Keeps and makes available to the members of ISPOR Romania Chapter and the ISPOR Board of Directors a record of all monies received and spent by ISPOR Romania Chapter;

- Reports the financial status of ISPOR Romania Chapter at meetings;
- Oversees the financial activities of ISPOR Romania Chapter.

The office is open to any member of ISPOR Romania Chapter, in accordance with the requirements outlined in Article 6.

### **Directors**

A Director of ISPOR Romania Chapter :

- Initiates activities of the Chapter;
- Perform duties as assigned by the Executive Committee;
- ISPOR Romania Chapter will have 3 directors with the following responsibilities;
  - Coordination with the research sector and the academia
  - Coordination with the institutional environment and decision-makers
  - Coordination with the pharmaceutical industry

The office is open to any member of ISPOR Romania Chapter, in accordance with the requirements outlined in Article 6.

### **Article 8 : Election Procedures**

1. The members of ISPOR Romania Chapter elect the members of the Executive Committee. Each Chapter member has one vote.
2. The Executive Committee incumbent members select three Chapter members from diverse work environment and geographic location in order to form the Nomination Committee.
3. The Nomination Committee solicits candidates for the positions of President-elect, Secretary/Treasurer and Directors by notifying all Chapter members electronically or by postal mail, prior to the end of the term of the incumbent.
4. The Nominations Committee selects at least two candidates for each position ensuring that the selected slate complements the incumbent Executive Committee with respect to education, professional interest, work environment, geographic location, and gender.
5. If selected for audit, The Nominations Committee will provide the ISPOR Board of Directors with evidence that the elections were conducted in a fair manner.
6. All elected positions must receive a majority vote (>50% of votes received).
7. The incumbent ISPOR Romania Chapter President informs the ISPOR Board of Directors of the newly elected Executive Committee members via:  
[RegionalChapter@ispor.org](mailto:RegionalChapter@ispor.org).
8. If a change in leadership occurs outside the parameters outlined in this constitution, the Chapter and / or new leadership are subject to disbandment by ISPOR Board of Directors.

### **Article 9: Amendments**

1. Any member or officer of ISPOR Romania Chapter may propose constitutional amendments.
2. A proposed amendment to this or a new Constitution should become binding after receiving a two-thirds majority of the total voting membership of ISPOR Romania Chapter.

#### **Article 10: Indemnification**

ISPOR Romania Chapter will indemnify ISPOR from liability for injury or damage, cost or expense resulting from or which arises out of or in connection with the use by ISPOR Romania Chapter of the ISPOR name, logo, or arising from the relationship or affiliation between the parties.