



01 January 2018

EJD 2018-001 / Basic Document

Statutes of the European Junior Doctors Association

PART 1 - Name, location, duration, mission & tasks

Article 1. Name & location

- 1.1. The AISBL is called in English the "European Junior Doctors Association", abbreviated as "EJD" and in French "Association des jeunes médecins européens" and is hereinafter referred to "the Association".
- 1.2. The Association is governed by the provisions of Title III of the Belgian Law of 27 June 1921 on non-profit, international non-profit organisations and foundations (Art. 46-57).
- 1.3. The Association is established for an unlimited period and can be dissolved at any moment in accordance with Article 8 of its statutes.
- 1.4. The registered office of the Association is situated at Rue Guimard 15, 1040 Brussels.
- 1.5. The registered office can be transferred to any other place in Belgium by decision of the General Assembly; whereby this decision will follow its current mode of deliberation and will be published in the *Moniteur Belge* (Belgian Official Journal).

Article 2. Mission and tasks

- 2.1. The Association is a non-governmental (NGO), independent and non-profit organization.
- 2.2. The non-profit objectives of international utility of the Association are to:
 - a. represent and promote the interests of Junior Doctors in Europe;
 - b. exchange information and develop a common approach, and formulate common views on relevant topics such as the medical workforce, postgraduate medical education and working conditions;

- c. improve and develop relations between Junior Doctors in European countries;
 - d. protect and improve standards of healthcare in Europe.
- 2.3. To achieve these goals, the Association carries out, in particular, the following activities:
- a. promote the positions defined by its members and assert them through appropriate channels, with the competent European and international authorities;
 - b. promote dialogue, understanding and development of joint projects with European Medical Organizations;
 - c. undertake all other activities within the framework of its goals, such as participation in European projects.

PART 2 – Membership, rights and obligations

Article 3. Membership

3.1. Prerequisites

- 3.1.1. Full membership of the Association is open to a single national non-governmental organisation most representative for Junior Doctors in each member state of the European Union (EU), the European Economic Area (EEA) and the signatory countries of the European Free Trade Agreement (EFTA).
- 3.1.2 Associate membership may be granted to any single national non-governmental organisation most representative for Junior Doctors in each member state of the Council of Europe not mentioned in article 3.1.1.
- 3.1.3. For the purposes of articles 3.1.1 and 3.1.2, a Junior Doctor is defined as a physician who has not yet attained a definitive post at senior level in the healthcare system of his or her home country.

3.2. Application process and admission

Applications for membership are processed by the Executive Board and decided by the General Assembly of the Association. No reasons need to be given for refusal of an application.

3.3. Withdrawal / Exclusion / Suspension

- 3.3.1. A member of the Association may resign by sending a formal letter to the President of the EJD. The withdrawing member must fulfil and pay all his outstanding obligations, according to the last approved budget, unless special exemption has been obtained from the General Assembly.

- 3.3.2 Any Member no longer fulfilling the membership criteria will be excluded by decision of the General Assembly.
- 3.3.3. Any serious breach of the obligations of membership may result in suspension of that organisation by decision of the General Assembly. The suspension may be followed by exclusion or removing of the suspension through later General Assembly decision on identical terms. Suspended members are disqualified from voting or attending meetings of the Association. However, they should be heard in the deciding General Assembly.
- 3.3.4. Except in case of special exemption from the General Assembly, a member organisation in payment arrears by more than two years will be excluded in the first meeting in the year after the second year of payment arrears. Any new membership application will have as a condition full repayment of the amounts owed plus interest, unless there has been a special dispensation from the General Assembly.
- 3.3.5 A member who ceases to belong to the Association by resignation or expulsion has no claim on the assets of the Association and may not be reimbursed for any sums owed to him.

Article 4. Rights and obligations of members

- 4.1. Members must pay an annual fee fixed by the General Assembly of the Association and specified in the allocation of contributions. Membership fees will be paid to the Association until the 31st of March of every year.
- 4.2. All members are entitled to attend meetings of the Association. Only full members have the right to vote.
- 4.3 Associate members have no voting rights and may not nominate a member for any official EJD position.

Part 3 - Official Bodies

Article 5. General Assembly

- 5.1. Representation and competences
- 5.1.1. The General Assembly is the highest authority of the Association. It is composed of all members, who are each represented by a national delegation.

- 5.1.2. Delegations of full members may consist of up to 5 delegates, delegations of associate members may consist of up to 3 delegates.
- 5.1.3. At each meeting, each delegation shall appoint from among its representatives a Head of Delegation and a deputy. The Head of Delegation of a full member or his deputy shall exercise the right to vote.
- 5.1.4. A full member who cannot be present at a General Assembly session may give a written proxy regarding one or more specific agenda items to another full member; whereby a copy of this proxy must be sent to the President. No full member may hold more than one proxy. A suspended member can neither give nor receive a proxy.
- 5.1.5. Guests may be invited officially by the President or upon proposal of a full member. Guests will be allowed to speak at the discretion of the President.
- 5.1.6. The President has no voting rights in the General Assembly.
- 5.1.7. The General Assembly has full powers to implement the goals and activities of the Association. The following items are reserved to its jurisdiction, in particular:
- amendment of the statutes;
 - adoption of internal Rules of Procedure;
 - election and removal of the President, the Vice-President and the Treasurer of the organisation
 - election and removal of additional members of the Executive Board and other appointed persons;
 - approval of budgets and annual accounts;
 - discharge the Executive Board at the end of its term;
 - voluntary dissolution of the Association;
 - admission, suspension and exclusion of a member;
 - Policy decisions.

5.2. Meetings

- 5.2.1. The General Assembly normally meets twice a year, in spring and autumn. Two-thirds of the full members including proxies constitute a quorum. Proxies are only counted for the quorum for decisions for which the proxy is issued.
- 5.2.2. The working language of meetings and documents of the Association is English.

5.2.3. The agenda and meeting notices for every session of the ordinary General Assembly shall be communicated by the President to all members at the latest four weeks before the date of the meeting by e-mail, on the website or any other means.

5.2.4. An extraordinary General Assembly may be convened by the President or at the request of at least one third of the full members, giving advance notice of no less than four and no more than eight weeks.

5.3. Decisions and Voting

5.3.1. The General Assembly normally only takes policy decisions on matters included in the agenda as circulated. However, by agreement of the General Assembly, decisions may be taken on other topics of particular urgency.

5.3.2. All decisions other than those concerning elections require a vote by three-quarters of all full members present or represented by proxy, with a quorum being constituted in accordance with the provisions of Article 5.2.1.

5.3.3. Elections are decided by simple majority vote of full members present or represented, with a quorum in accordance with the provisions of Article 5.2.1

In cases where there are more than two candidates, if none has a majority at a first ballot, the candidate who receives the fewest votes will be eliminated, and new elections will be held. This procedure is repeated until one candidate obtains a simple majority of votes.

5.3.4. Full members who have not paid their membership fee for over a year according to article 4.1 have no voting rights.

5.4. Minutes

The minutes of the General Assembly will be prepared by the secretariat, delivered to the President, and distributed at least eight weeks before the next ordinary General Assembly to the members. This period being reduced to four weeks in the case of an extraordinary General Assembly.

The decisions of the General Assembly are recorded in the minutes distributed to all members by the President. The documents and records will be stored and backed up electronically.

Article 6. Executive Board

6.1. The Association is governed by an Executive Board composed of at least three individuals, with each one from a full member. The Executive Board has full powers of management and administration. The Executive Board manages the assets of the Association and, through its

President, represents it in all its actions; these also bind it. For all acts necessary for the life of the Association including judicial and extra judicial acts, the Executive Board has the authority to prepare administrative decisions and policies for the General Assembly, to implement the decisions taken by the General Assembly and to adopt decisions, except for those reserved to the General Assembly.

6.2. The Executive Board will include at least the President, the Vice-President and the Treasurer.

6.3. The Executive Board is elected by the General Assembly for a term of two years.

- The term starts at the first of January of even years.
- Elections will be held in the Autumn Meeting of the previous uneven year.
- An Executive Board Member can be elected in the same position up to three terms.
- An Executive Board Member can be elected up to five terms for the Executive Board.
- After finishing his / her term(s) the President remains for one year as Past-President in the Executive Board to ensure the continuity. The Past-President has no voting rights in the Executive Board.

6.4. In case of recall, resignation or death of members of the Executive Board, the following rules apply:

- In the event of the incapacity of the President the Vice-President will replace him/her in their duties. For other positions the Executive Board may appoint an interim replacement until the next General Assembly.
- Elections will be held at the next General Assembly to replace the Member (s) of the Executive Board where necessary.
- The term of the newly elected Executive Board Member starts immediately after the election and the duration will be adjusted to the regular term of the Executive Board.

6.5. The powers of the Executive Board are:

- coordinate the activities of the Association;
- ensure contact between members of the Association;
- represent the Association in its relations with other organizations, including the European Union;
- implement the policy decisions of the General Assembly;
- oversee the finances of the Association in accordance with decisions of the General Assembly.

- 6.6. The President represents the Association, acting on its behalf and he also signs any official documents binding the Association. All legal documents concerning the Association shall be signed by the President. The President will also represent the Association in all legal and judiciary proceedings, or will be represented by another person authorized by special delegation of the Executive Board.
- 6.7. The Executive Board meets at least twice a year physically and further electronically, whenever the President shall deem necessary or upon the request of at least two of its members. The Executive Board meetings are called by the President at least four weeks in advance.
- 6.8. All decisions of the Executive Board require a majority of votes of the elected Board Members.

PART 4 - Internal Regulations and General Provisions

Article 7. Amendment of the Statutes

- 7.1. The Articles of the Statutes of the Association may be amended by a vote of three-quarters of the full members of the General Assembly present or represented, with a quorum in accordance with the provisions of Article 5.2.1.
- 7.2. Notification of the amendment (s) proposed (s) shall be communicated within six weeks prior to the General Assembly at which the said modification (s) is / are subject to a vote. (4 weeks for extraordinary General Assembly ("at the same time as the notice ")).

Article 8. Dissolution

The dissolution of the Association shall be subject to the terms of Article 7.1, as well as those amending the statutes. After dissolution, the net assets will be allocated to one or more non-profit organisations designated by the General Assembly.

Article 9. Internal Rules

The General Assembly will, upon proposal of the Executive Board, adopt Rules of Procedure consistent with these statutes, in order to ensure the proper functioning of the Association.

Article 10. Financial year

The financial year of the Association shall be from the 1st January to the 31st December of the same year.

Article 11. General Provisions

Anything that is not provided herein, including publications that must appear in the *Moniteur Belge*, shall be settled in accordance with the provisions contained in Title III of the Belgian Law of 27 June 1921 on international non-profit associations and foundations.

Brussels, 01 December 2017