

Statutes of the Norwegian Epidemiological Association (NOFE)

Adopted at the Annual Meeting, November 2003.

§5 was rephrased at the Annual Meeting, November 2014.

§1 The Association's Name

In Norwegian: Norsk forening for epidemiologi (NOFE)

In English: Norwegian Epidemiological Association

§2 The Association's Main Goal

To promote the development of epidemiology as a scientific discipline.

This includes:

- Promoting recruitment and education in epidemiology;
- Promoting the understanding and use of epidemiological knowledge and principles in research, health care and health promotion;
- Establishing and maintaining contact with international organizations active within epidemiology; and
- Contributing to and fostering communication between individuals and associations, nationally and internationally, who work with or have an interest in epidemiology.

§3 Members of the Association

The Norwegian Epidemiological Association is an organisation for individuals working with or having a professional interest in epidemiology.

§4 Membership

Membership may be obtained through registration and payment of the annual membership fee.

The fee amount is decided at the Association's Annual Meeting. Membership is terminated through written revocation from the member or after two consecutive years without payment of the annual membership fee.

§5 Annual Meeting

When possible, the Association's Annual Meeting shall be arranged in conjunction with a scientific conference in epidemiology. The Annual Meeting can, if convenient, be held in conjunction with epidemiologic conferences within the Nordic countries or other epidemiological courses/conferences in Norway. The Board shall determine the Annual Meeting date. An extraordinary Annual Meeting can be arranged if at least three members of the Board or one-fifth (20 percent) of the membership calls for it.

Announcement of the meeting is to be sent to all members no later than four weeks prior to the date of the meeting. The Association's annual report, accountancy for the previous calendar year and suggestions for revision of resolutions must be published on the Association's web page at least one week prior to the Annual Meeting. Suggestions for official decisions must be received by the Board no later than one week prior to the Annual Meeting. The Annual Meeting process includes review of the annual report, revised accountancy and annual membership fee for the forthcoming year.

The Board consists of a president and 5 members, including a secretary, a treasurer, two ordinary Board members and two deputies. All Board members are elected at the Annual Meeting. The president is elected by members of the organisation at the Annual Meeting. Appointments to the other positions in the Boards are decided internally by the elected Board members. Board members are elected for a two year period and they have the possibility to continue for a second two year period. Additionally, two accountants and three members of the election committee are selected at the Annual Meeting for a period of two years. The election committee proposes new committee members for election. The election shall be open unless special circumstances require otherwise. In a situation with equal votes, the election is decided by drawing lots. Only members who have paid the membership fee within the year of the Annual Meeting are eligible to vote.

The annual report and accountancy shall be presented at the Annual Meeting. The reporting period for the annual report and the accountancy is the calendar year. The accountancy must be revised by the Association's accountants and approved at the Annual Meeting. A budget for the forthcoming calendar year shall be presented at the Annual Meeting.

§6 Work of the Board

The Board's regular meetings are initiated by the president or at least two members of the Board. The Board can make decisions when at least three members are present. Minutes of the Board meeting must be taken and made available for the members of the Association. The Board must prepare an annual report.

§7 Changes to the Statutes

Changes to the Association's statutes Association may only be made at a regular Annual Meeting. Suggestions for changes to the statutes must be received by the Board at least two weeks before the Annual Meeting. A simple majority of votes is required to change the statutes.