

	may not have more than one Member Society.
4C	Each Member Society is composed in part or in full of individual members who are designated Individual members of the International Society. An Individual Member of the International Society may belong to more than one Member Society.
4D	In order to create a Member Society in a country or group of countries, individuals interested in furthering the fields of geotechnics and its engineering applications must first create a Society with this aim. The Society must have: (i) A Constitution or Statutes (ii) A President or Chairman (iii) A Secretary and Treasurer (iv) An address for its Secretariat.
4E	Once the Society has been brought into existence a letter should be sent (in English or French) signed by the President or Chairman and the Secretary of that Society to the Secretary General of the International Society formally applying for membership on behalf of the Society. The letter should contain a declaration that if accepted the Member Society will do its best to further the aim of the International Society and abide by its Constitution and should enclose (in English or in French): (i) The Constitution or Statutes of the applicant Society (ii) The name of its President or Chairman and Secretary (iii) The address of its Secretariat (iv) the names, occupations and addresses of its members designate of the International Society.
4F	The Secretary General shall check that the application is in order, and after consultation with the appropriate Regional Vice-President, shall include it in the agenda of the next Board meeting for approval. The Secretary General shall report Societies accepted into membership to the next Council Meeting. No entrance fee is payable. (4F.1, 4F.2)
4G	A Member Society may be affiliated to other engineering and scientific societies
4H	A Member Society shall fulfil its obligations to the International Society which include: active engagement in initiatives aimed at the advancement of knowledge in the field of geotechnics and its engineering applications, at the local or international level, payment of the annual subscriptions, keeping the Secretary General regularly informed about changes of its statutes, address of its Secretariat, names of its officers, and names and addresses of designated Individual Members of the International Society. (4H.1, 4H.2, 4H.3)
4I	A Member Society which has failed to abide by Statute 4H and its Bylaws for four consecutive years shall cease to receive the benefits of membership of the International Society and its membership shall be deemed to be terminated. (4I.1)
4J	A Member Society which has resigned its membership or had its membership terminated may apply to rejoin the International Society by means of the procedure set out in Statutes 4D and 4E. If accepted the Council shall decide what entrance fee, if any, shall be payable.
4K	The Council has the right to suspend the membership of any Member Society by a simple majority vote and to terminate the membership of any Member Society by a two-thirds majority vote. (4I.1)
4L	Supporting membership of the International Society is open to individuals, private firms and other organisations. These Supporting Members shall not have specific representation on the governing bodies of the International Society. (4L.1)
5	FINANCES
5A	The International Society is a non-profit organisation supported by the subscriptions of the Members, royalty revenues from publications, in accordance with policies laid down by the Council, unrestrictive grants and other sources accepted by the Council. (5A.1, 5A.2, 5A.3, 5A.4, 5A.5, 5A.6)
5B	For the purposes of meeting the expenses incurred by the International Society for its operation each Member Society shall pay its subscription to the International Society in accordance with Statute 4H. (5B.1)
5C	At any time the subscription shall be computed on the basis of the number of designated Individual Members of each Member Society and on the basis of a Basic Fee per Capita adjusted by discounts most recently agreed at a meeting of the Council. (5C.1)
5D	No Officer or Member, other than the staff of the General Secretariat, shall receive any remuneration from International Society funds. However, the reimbursement of certain direct expenses may be authorised. (5D.1)
5E	Only the President or the Secretary General may authorise expenditure. (5E.1)
6	REGIONS
6A	The International Society shall operate through the following six Regions: Africa; Asia; Australasia; Europe; North America; South America.
6B	Each Member Society shall be allocated to one Region only, in accordance with geographical and technical considerations deemed most beneficial to furthering the aim of the International Society and preferably in accordance with the wish of the Member Society subject to ratification by the Council.
6C	A Member Society may seek a change of its Regional allocation. If the President of the International Society is satisfied that such a change is in the interests of the International Society, then after consultation with the appropriate Regional Vice-Presidents, the change may be accepted subject to ratification by the Council.
7	OFFICERS
7A	The Officers of the International Society are: (i) The President (ii) The Vice-Presidents (iii) The Secretary General

8	PRESIDENT
8A	The prime duty of the President shall be to foster the aim of the International Society. The President shall preside at the International Conference and at meetings of the Council and Board. The President shall be responsible, in collaboration with the Vice-Presidents and the Secretary General, for the conduct of the affairs of the International Society. (8A.1, 8A.2)
8B	The term of office of the President shall normally be from the end of one International Conference to the end of the next International Conference. This is normally a period of four years.
8C	About one year before the expiry of the term of office of the President, the Secretary General shall invite each Member Society to submit its nomination of an Individual Member for the next President, the nominating Member Society having first ascertained that its nominee is willing to serve if elected. After confirming each nominee's willingness to stand for election, the Secretary General shall then send to each Member Society a list of all the candidates and the Council shall be asked to vote on these names at its next meeting which will normally be just prior to the next International Conference. (8C.1, 8C.2)
8D	As soon as the President-elect has been chosen the decision will be announced publicly at the earliest suitable occasion. During the International Conference at the end of which the President-elect takes office the President-elect will participate in this capacity in all administrative, technical and social functions.
8E	The President may be substituted by the First Vice-President (Ref. Statute 9D) in any and all of the President's duties. In the event of the resignation or death of the President the first Vice-President shall act as President for the unexpired term of office. (8E.1)
8F	The President shall not be eligible for re-election on completion of the term of office.
9	VICE-PRESIDENTS
9A	One Vice-President shall represent each Region. The prime duty of the Vice-Presidents shall be to foster the aim of the International Society amongst the Member Societies within their regions. The Vice-President's authority and duties shall be to act as the President's representative in their respective Regions. In particular they shall preside at the Regional Conferences. (9A.1, 9A.2, 9A.3)
9B	The term of office for the Vice-President shall normally be from the end of one International Conference to the end of the next International Conference. This is normally a period of four years.
9C	About one year before the expiry of the term of office of the Vice-President, the Secretary General shall invite each Member Society within the Region to submit its nomination of an Individual Member from within the Region for the next Vice-President, having first ascertained that the nominee is willing to serve if elected. After confirming each nominee's willingness to stand for election the Secretary General shall prepare a ballot paper for each Region and shall invite each Member Society in that Region to return the ballot paper duly completed by a specified date. The names of the successful candidates shall be reported to the next meeting of the Council. Should two or more candidates tie in the election, the President, after consultation, shall have a casting vote. (9C.1, 9C.2, 9C.3)
9D	One of the six Vice-Presidents shall be elected by the President and Vice-Presidents as the First Vice-President. The term of office will be about four years, from the end of one International Conference to the end of the next International Conference.
9E	In the event of impediment, resignation or death of a Vice-President, a successor shall be appointed by the President for the unexpired term of office. (9E.1)
9F	Vice-Presidents shall not be eligible for re-election on completion of their term of office.
10	THE SECRETARY GENERAL AND THE SECRETARIAT
10A	The official headquarters of the International Society shall be the seat of its Secretariat.
10B	The Secretary General shall be appointed by the President in consultation with and on terms agreed by the Board. The Secretary General shall not be an elected officer of the International Society and shall resign from such an office on appointment. (10B.1, 10B.2, 10B.3, 10B.4)
10C	The Secretary General shall be directly responsible to the President. (10C.1, 10C.2)
10D	The Secretariat shall consist of the Secretary General and administrative and clerical personnel engaged by the Secretary General. (10D.1, 10D.2)
10E	The Secretary General shall impartially conduct all correspondence and business of the International Society as laid down by the Statutes, Bylaws and Council Resolutions and as determined by the President. (10E.1, 10E.2, 10E.3)
10F	The Secretary General is responsible for the conduct of the finances of the International Society and for all fiscal and legal requirements imposed by the country wherein is established the headquarters of the International Society. (10F.1, 10F.2, 10F.3)
10G	The Secretary General shall not represent any Member Society while in office.
11	THE COUNCIL
11A	The ultimate control of the International Society rests with the Council and all major matters of policy require its approval.
11B	The Council shall consist of the Officers of the International Society, the past President, the three appointed members of the Board and up to two Delegates from each Member Society currently in membership.
11C	Other persons may be invited by the President to attend all or part of a Council meeting but they will not be entitled to vote.
11D	Council meetings shall be held: (i) immediately before each International Conference and (ii) at a suitable time about mid-term between International Conferences, preferably at a Regional Conference or International Symposium sponsored by the International Society.

11E	In addition, having consulted with the Board and reasonable notice having been given, the President shall be authorised to call a special meeting of the Council to discuss urgent matters. (11E.1)
12	COUNCIL MEETINGS
12A	The Council meeting held at the time of the International Conference shall be at the venue of that Conference.
12B	Any invitation to act as host for Council meetings held between International Conferences should be sent to the Secretary General six months before the preceding Council meeting so that it can be placed on the agenda of that meeting. Provision should be made for a Board Meeting preceding the Council meeting. If an invitation is received from more than one Member Society the final selection will be made by secret ballot. (12B.1)
12C	Member Societies must submit to the Secretary General not less than six months before a Council meeting any item which they wish to have placed on the agenda. Three months before the meeting the Secretary General shall send the agenda to all Member Societies, Officers, past Presidents and appointed members of the Board. (12C.1)
12D	The meeting shall be chaired by the President, or, in if absent, the first Vice-President or one of the Vice-Presidents nominated by the President.
12E	Delegates shall address the chair at all times and the entire meeting shall be conducted in accordance with the Statutes and Bylaws and according to accepted efficient practices. (12E.1)
12F	Each Member Society entitled to the benefits of membership having a delegate present at the meeting shall have one vote. Other members of the Council and other persons present are not entitled to vote. (12F.1)
12G	A Member Society which is not able to have a delegate present may transfer its voting rights either to its own Vice-President or to the delegate of another Member Society having notified this in writing to the Secretary General before the Council Meeting. No delegate may carry more than two such proxy votes, with the exception of the ISSMGE Vice-Presidents who may carry three proxy votes.
12H	The Chairman shall not have a vote except in the event of an equality of votes when the Chairman shall have a casting vote.
12I	Motions shall be carried by a simple majority of those voting, except for those motions altering the statutes or terminating membership, for which the assent of at least three-quarters of those voting is required. (12I.1)
12J	Voting shall normally be by a show of hands. However, for the selection of the President, for the selection of the venue of the next International Conference or Council Meeting and for other matters specified at the time by the Chairman, voting shall be by secret ballot. (12J.1)
12K	For the valid constitution of a Council meeting the quorum shall be: at least one-third of the Member Societies entitled to the benefits of membership when voting on Resolutions, Bylaws or suspending membership; and at least two-thirds when voting on Statutes or terminating membership. (12K.1)
13	THE BOARD
13A	The Board shall consist of the President, the immediate Past President, the Vice-Presidents, three Individual Members of the International Society appointed by the President, and the Secretary General. (13A.1, 13A.2, 13A.3, 13A.4, 13A.5)
13B	The role of the Board is to assist the President in the interpretation and implementation of Council Resolutions and in the effective administration of the affairs of the International Society.
14	INTERNATIONAL CONFERENCES
14A	International Conferences shall be held approximately every fourth year in a country to be decided upon by the Council. (14A.1, 14A.2, 14A.3)
14B	An invitation from a Member Society to act as host for an International Conference and the associated Council and Board Meetings shall be sent to the Secretary General sufficiently far in advance for it to be placed on the agenda of the Council meeting four years in advance of the International Conference. Invitations may be considered at earlier Council Meetings. (14B.1, 14B.2)
14C	If four years before an International Conference is due to take place no invitation has been received, the President in consultation with the Board is authorised to make arrangements for one to be held.
14D	All individual and Supporting Members of the International Society are entitled to attend an International Conference. (14D.1, 14D.2, 14D.3, 14D.4, 14D.5)
15	REGIONAL CONFERENCES, MEETINGS AND SYMPOSIA
15A	Regional Conferences shall normally be held about mid-term between International Conferences, but, in addition, Member Societies are encouraged to organise International and Regional Symposia. (15A.1, 15A.2)
15B	At such Regional Conferences delegates from Member Societies of the Region may hold a meeting, chaired by the Vice-President, to discuss matters of mutual interest. (15B.1)
15C	An invitation from a Member Society to act as host for a Regional Conference shall be submitted to the Vice-President of the Region and the Secretary General about six months prior to the previous Regional Conference. The invitation shall, after consultation with the Secretary General, specify the time, place and subject of the Regional Conference. (15C.1, 15C.2)
15D	If by the time of the previous Regional Conference no invitation has been received, the Vice-President (or Vice-President elect) after consultations with Member Societies within the Region and the Secretary General is authorised to make arrangements for one to be held.
16	COMMITTEES
16A	In order to further the aim of the International Society the President may appoint Committees. Such appointments shall be reported at the next Council meeting

16B	Technical Committees shall have an international membership and shall deliberate on technical or professional matters which are of international interest and relevance. The responsibility for each Technical Committee shall be assumed by a specific Member Society which shall provide the chairman, secretary and the necessary administration. (16B.1, 16B.2, 16B.3, 16B.4)
16C	The President is authorised to set up Committees to deliberate on administrative and policy matters which are of interest and relevance to the International Society. (16C.1, 16C.2)
16D	Regional Committees may be set up by a Vice-President in consultation with the President and Secretary General to deliberate on technical or professional matters which are of interest and relevance to that Region. (16D.1)
17	REGISTER OF MEMBERS
17A	Each year each Member Society shall send to the Secretary General and the Vice-President an up to date list of its designated Individual Members, in the form set out in Bylaw 17A.1.
17B	Each member society shall be responsible for maintaining an up-to-date register of their members. (17B.1)
17C	The Secretary General shall compile a list of Individual Members grouped according to Member Society and shall make this list available to Members of the Society in a form directed by Council. (17C.1)
18	AMENDMENTS TO THE CONSTITUTION
18A	Amendments to the Constitution may be proposed by any Member Society. Such amendments shall be sent in writing to the Secretary General sufficiently in advance of a Council Meeting to have them included as an item on the circulated agenda. (18A.1)
18B	An amendment to the Statutes may be passed by a qualified majority of three-quarters of Council, voting in accordance with Statute 12K and Bylaw 12.K.1.
18C	Amendments to the Bylaws shall require a simple majority of the Council.
19	DISSOLUTION OR LIQUIDATION
19A	The dissolution or liquidation of the International Society can be effected only by a majority of at least two-thirds of all Member Societies entitled to the benefits of membership. (19A.1)
19B	The Council shall decide on the distribution of all the remaining assets of the International Society after settling all debts and liabilities.
19C	Such assets shall be disposed of only to non-profit organisations whose primary interests are similar to those of the International Society. The Council shall have the right to delegate to the Board detailed decisions on the distribution of any remaining assets of the International Society if appropriate.
	BYLAWS
1	NAME AND CONSTITUTION
1B.1	The set of Bylaws supplementing the Statutes are cross-referenced to the relevant Statute. (See statute 18D)
3	LANGUAGES
3E.1	One or more additional languages chosen by the host country may be used at Regional Conferences or International Symposia. Abstracts in at least one of the official languages must be provided.
4	MEMBERSHIP
4A.1	The Secretary General shall maintain a list of Member Societies grouped according to Region
4F.1	The membership of the new Member Society shall not become effective until it has received the decision of the relevant ISSMGE meeting in which the application has been accepted and payment of the first subscription has been received by the international society.
4F.2	A Society coming to membership part way through a year (1st January-31st December) shall pay a pro rata subscription for that year.
4H.1	Subscriptions are due annually in advance on 1st January each year and must be paid within nine months of that date.
4H.2	A Member Society should inform the Secretary General in advance if it expects to be unable to pay its subscription by the due date and explain the reason.
4H.3	Engagement in the aims of ISSMGE could include organisation of technical meetings, lectures, workshops, seminars, conferences, submission of papers to geotechnical conferences, participation in Technical Committees, and other international liaisons. A Member Society must keep the regional Vice-President informed by means of an activity statement due six months before each Council Meeting.
4I.1	A suspended or terminated Member Society may be reinstated on conditions agreed by the Regional Vice-President and the Secretary General, which shall include a reinstatement fee of no less than three years of subscription.
4L.1	Applications for Supporting membership should be made to the Secretary General who will consult with the President or Regional Vice-President as appropriate
5	FINANCES
5A.1	The financial year is the calendar year.
5A.2	Independently reviewed financial statements of receipts and expenditure shall be presented to each meeting of the Council for the period since the previous Council Meeting.
5A.3	The Council shall adopt a budget for the period to the next Council Meeting.
5A.4	The President, in consultation with the Board, shall appoint a 'Finance and Budget Committee' to assist him in the

	management of the finances of the International Society. The Committee should meet at least once a year.
5A.5	A financial statement of receipts and expenditures shall be presented to each Board Meeting.
5A.6	The proposed budget, including a four year forecast, prepared by the Finance and Budget Committee and approved by the President shall be circulated to the Board to be discussed at the Board Meetings when appropriate.
5B.1	The Secretary General shall send to each Member Society in advance an annual account of its subscription and other revenues owing.
5C.1	The Basic Fee per Capita is set to meet the budgetary needs of the Society. Discounts agreed by Council are applied to allow for low Purchasing Power Parity (PPP) and for large Member Societies.
5C.2	The minimum subscription fee payable by a Member Society shall be based on 30 members.
5D.1	An allowance shall be made in the budget specifically to assist the President, Vice-Presidents and Members of the Board in their travel expenses on International Society meetings, workings of Technical Committees and other such activities.
5E.1	The Secretary General has the prime responsibility for authorising payments within the budget approved by Council. In exceptional circumstances the President may authorise expenditures beyond the budget. Such expenditures shall be reported by the President to the next Council Meeting.
8	PRESIDENT
8A.1	In carrying out all executive actions it will be the President's obligation to interpret with due discretion the Statutes and the Bylaws and the Resolutions of the Council. When appropriate the President should seek the views of the Board either collectively or as individuals for the purposes of formulating or interpreting policy. Such actions shall be reported and minuted at the next meeting of the Council.
8A.2	The President shall not represent any Member Society or Region while in office.
8C.1	Nominations must be received by the Secretary General at least three months before the Council meeting at which the vote will be taken. The Secretary General shall then circulate the list of nominees to all Member Societies.
8C.2	Voting for the President shall be by secret ballot and a simple majority. (Ref. BL 12J.1)
8E.1	The President can appoint a Vice-President or other member of ISSMGE to act as a representative.
9	VICE-PRESIDENT
9A.1	A Vice-President shall not represent any Member Society while in office.
9A.2	A Vice-President shall encourage the holding of symposia and conferences within the Region and endeavour to coordinate the themes and dates of such National and Regional conferences.
9A.3	At meetings of the Council the Vice-President shall report on activities within the Region and, where authorised by a Member Society, shall vote as that Society would wish. (Ref Statute 12G)
9C.1	Each Member Society shall be required to return the ballot paper for Vice-President at least 16 weeks before the next meeting of the Council.
9C.2	(i) If just one valid nomination has been received, the candidate will be declared elected unopposed. (ii) If two nominations have been received, Member Societies will indicate the candidate of their choice. The candidate with the highest number of votes will become Vice-President of the Region. (iii) If three or more nominations have been received, Member Societies will mark on the ballot paper the candidates 1, 2, 3, etc. in order of preference. The primary votes (marked with 1) shall be counted first and if one candidate receives the absolute majority of all primary votes that candidate shall be declared elected. If there is no absolute majority, the candidate with fewest primary votes shall be excluded from the election. In the case that two or more candidates are found in this situation, the one with less secondary votes (marked with 2) shall be excluded from the election. The voting papers for that candidate will be recounted and those particular secondary votes shall be given primary status and distributed to the remaining candidates. This procedure is to be repeated until one candidate has more than one half of the total number of votes.
9C.3	In Regions with less than five Member Societies the Vice-President may be decided by agreement between the Member Societies. The agreed name should be forwarded to the Secretary General by the Vice-President for the Region with supporting letters from a majority of Member Societies in the Region.
9E.1	In appointing a successor the President shall consult with past Vice-Presidents of the Region and Presidents or Chairmen of Member Societies of the Region and others as appropriate.
10	THE SECRETARY GENERAL AND THE SECRETARIAT
10B.1	About 18 months before the office of the Secretary General becomes vacant, the current President will invite Member Societies to submit proposals for filling the post. Each proposal should include the name of the person recommended for the post, together with the location and structure of the Secretariat and an estimated budget plan for its operation. The President shall set up an Appointment Committee made up of 3 Board Members selected by the President, plus the immediate Past President and the President who will chair this Committee. The candidate for the new Secretary General elected by the Committee, together with the proposed location and structure of the Secretariat, will be put to the Board and must be supported by its majority.
10B.2	The terms of appointment of the Secretary General shall be decided by the President in consultation with the Finance and Budget Committee. The period of appointment will be 8 years from mid-term to mid-term of the ICSMGE. The name of the incumbent Secretary General could be included in the above mentioned proposal and discussed in the Appointment Committee along with other proposals. The incumbent Secretary General may be reappointed, but their extended term of office should be four years only.
10B.3	In the event of impediment, sudden resignation or death of the Secretary General, his duties shall be undertaken by the Liaison Officer appointed by the Host Member Society pending the appointment of a new Secretary General. (Ref. BL 10D.2)

10B.4	The Secretary General cannot be a candidate for President or Vice-President before three years have elapsed from the end of service as Secretary General.
10C.1	The duties of the Secretary General shall include the conduct of all correspondence and current business of the International Society, the preparation and distribution of the Agenda of Board and Council meetings together with other required documentation and the preparation and maintenance of minutes of such meetings and reports thereon.
10C.2	The Secretary General shall ensure that a draft record of the decisions taken at Council meetings is available for distribution within two days after the meeting. Full draft minutes of Council, Board and other special meetings should be circulated within two months after the meeting. The minutes will be presumed to be confirmed if there are no written objections within six months.
10D.1	The Host Member Society should undertake to act on behalf of the President as the Custodian of the Secretariat with responsibility for supporting the Secretariat and ensuring its efficient
10D.2	To assist in carrying out its responsibilities the Host Member Society after consultation with the President shall appoint a Liaison Officer, who will be familiar with the 'modus operandi' of the Secretariat.
10E.1	The Secretariat will maintain filed records of all correspondence officially transacted for an appropriate period of time.
10E.2	The Secretariat will endeavour to maintain a complete library of all the Proceedings of International, Regional and Specialty Conferences and Symposia held under the auspices of the International Society. (Ref. BL 14D.5)
10E.3	The Secretary General is responsible for the reproduction and distribution of the list of Members (Ref. BL 4A.1), and similar documents, in accordance with the Statutes and Bylaws or as decided by the Council.
10F.1	The Secretary General shall send to each Member Society an annual account of the dues owing (Ref. BL 5B.1) and shall ensure that all contributions and dues paid to the International Society are placed in a separate account and that a record is kept.
10F.2	The Secretary General is responsible for keeping the accounts of the International Society; for the preparation of the annual account of receipts and expenditures and for payments for the International Society up to the limit of the approved budget. (Ref. BL 5A.4). All money received shall be acknowledged. Only the Secretary General or the President may authorise expenditure. (Ref. S 5E)
10F.3	The Secretary General shall prepare financial statements of receipts and expenditures (Ref. BL 5A.2 and BL 5A.5) and shall justify expenses incurred when requested.
11	THE COUNCIL
11E.1	Reasonable notice of a Special Council Meeting is deemed to be not less than forty days
12	COUNCIL MEETINGS
12B.1	In voting on the venue for a future Council meeting a simple majority of delegates of Member Societies present or represented shall suffice. (Ref. BL 12I.1)
12B.2	With a view to distributing meetings evenly among the Regions, Member Societies from a Region that has recently hosted a mid-term Council Meeting (i.e. a meeting held between International Conferences) shall refrain from offering to host the next two mid-term Council meetings unless no acceptable invitation is received from the remaining Regions.
12C.1	The Agenda will normally cover the following items: (i) Minutes of the previous meeting; matters arising. (ii) Election of new Member Societies. (iii) Audited Financial Statements for preceding period and draft budget for ensuing period. (iv) Reports of President and Vice-Presidents. (v) Business raised by President, Member Societies, or from other sources. (vi) Selection of venue for future International Conference (if applicable). Ref. S. 14B. (vii) Report(s) from Organising Committee(s) for forthcoming International Conference(s). (viii) Election of next President (if applicable). (ix) Names of new Vice-Presidents {if applicable). (x) Invitations for holding the next Council/Board Meetings (if applicable). (xi) Reports of technical and administrative Committees. (xii) Matters arising from Board meetings. (xiii) Items submitted after preparation of Agenda, subject to agreement of Chairman. (xiv) Any other business.
12E.1	In order to facilitate the conduct of business the following procedures should be observed: (i) Motions will be printed on the agenda and no other motions will be discussed except by agreement with the Chairman. Minor matters may be raised under 'Any Other Business'. (ii) A motion for which no seconder can be found cannot be discussed or put to the vote. It falls to the ground, and cannot be reconsidered during the meeting. Motions by the Chairman require no seconder. (iii) In discussing a motion no member may speak more than once, except at the invitation of the Chairman. The mover, however, will be given the right of reply at the end of the discussion. (iv) After the discussion the Chairman will read the motion to ensure that the meeting knows exactly what it is voting on, and a vote will be taken. (v) If the motion is passed, it becomes a Resolution. Neither a Resolution nor a failed motion may be reopened during the current session of the Council. (vi) An amendment is an alteration made by adding, changing, substituting or omitting a word, phrase or sentence of a motion. It may partially change the meaning of the motion, but must never contradict it. Amendments should be passed to the Chairman in writing. (vii) A member who has spoken on a motion cannot move an amendment, but he may speak on an amendment

	<p>moved by another.</p> <p>(viii) If there are several amendments to a motion, they will be considered successively, so that an amendment to alter the first part of the motion comes first, etc.</p> <p>(ix) Each amendment must be moved, seconded, discussed and voted on separately. Only one amendment may be discussed at the time.</p> <p>(x) When the amendments have been separately disposed of, the Chairman will put the motion as amended clearly to the meeting. Further discussion may arise before the vote is taken.</p> <p>(xi) There is no right of reply for the mover of an amendment. If, however, his amendment has been carried and materially alters the sense of the motion, the amended motion will become the substantive motion, and the right of reply will devolve from the mover of the original motion to the mover of the amendment.</p>
12F.1	Member Societies must inform the Secretary General in writing the names of their voting delegate and non-voting delegate.
12I.1	When more than two choices are available and none of the choices receives a majority of votes on the first ballot count, that choice or choices receiving the fewest votes shall be deleted, and a second ballot conducted. The procedure shall be repeated successively until one of the choices receives a majority of votes. Should a tied situation occur the Chairman shall exercise a casting vote.
12J.1	<p>(i) If there are two options, Member Societies will indicate their choice on the ballot paper.</p> <p>(ii) If there are three or more options, Member Societies will mark on the ballot paper their choices 1, 2, 3, etc. in order of preference. The primary votes (marked with 1) shall be counted first and if one option receives the absolute majority of all primary votes, i.e. half the votes cast plus 1, it shall be declared successful. If there is no absolute majority, the option with fewest primary votes shall be excluded from the ballot. In the case that two or more options are found in this situation, the one with less secondary votes (marked with 2) shall be excluded from the ballot. The voting papers for that option will be recounted and those particular secondary votes shall be given primary status and distributed to the remaining options. This procedure is to be repeated until one option has more than one half of the total number of votes.</p>
12K.1	Proxy votes formalised in accordance with Statute 12G shall be counted in determining the quorum.
13	THE BOARD
13A.1	The President shall chair meetings of the Board. In the absence of the President one of the Vice-Presidents shall be appointed by the President to chair the meeting.
13A.2	The three Individual Members of the Board shall be appointed by the President after consultation to ensure appropriate representation of Member Societies and their interests on the Board. At least one of the three Individual Members shall belong to the European Region.
13A.3	An Individual Member of the Board's term of office shall be the same as that of the President.
13A.4	The President shall be entitled to fill any vacancy occurring on the Board, after consultation, by co-option.
13A.5	Individual Members of the Board will not be eligible for reappointment to the Board except in the capacity of President or Vice-President.
13B.1	The Board shall normally meet once a year, but consultation may also take place by correspondence. A Board Meeting shall precede the Council Meeting normally at the same venue. (Ref. S. 12B)
14	INTERNATIONAL CONFERENCES
14A.1	A Conference Advisory Committee shall be set up by the President. Normally the Committee shall comprise the President, the Vice-President of the Region in which the Conference is to be held, the Secretary or Chairman of the Organising Committee for the previous International Conference, two members of the Organising Committee of the Host Country and the Secretary General. It shall be responsible for advising on the conference programme but is not concerned with the detailed organisation of the Conference which is the responsibility of the Member Society hosting the International Conference.
14A.2	<p>The presentation of honours, awards or other recognitions for services to the International Society or to geotechnical engineering shall normally be made at the International Conference.</p> <p>(i) The Terzaghi Oration - is to be delivered at each ISSMGE International Conference as a tribute to Professor Karl Terzaghi, first President of the International Society. This Oration shall be given at each International Conference and shall be accorded a position of importance in the programme of events. The Terzaghi Oration should preferably cover case histories, derived from professional activities and explore the dynamic interaction between consulting work, teaching, research and publication. It should exemplify Prof. Terzaghi's intellectual approach to engineering and geology and to the observational method both for improving design and for the advancement of knowledge. The Orator shall have made distinctive and outstanding contributions to geotechnical engineering. The President shall be responsible for selecting the Terzaghi Orator after consulting with Member Societies and Board Members.</p> <p>(ii) The Kevin Nash Gold Medal - awarded in memory of Professor Kevin Nash, Secretary General of the International Society (1965-1981). The medal should be awarded to a person who, through distinction as an engineer, through international contributions to engineering practice and education, through contributions to international good will, and through service to the International Society has made a major contribution to fostering the ideals and goals of the International Society for Soil Mechanics and Geotechnical Engineering throughout the world.</p> <p>The recipient is to be selected by a committee composed of the Past Presidents of the International Society, chaired by the immediate Past President, and the announcement will be made at the opening of each International Conference. Presidents and Past Presidents are not eligible to receive the Award.</p> <p>The committee of Past Presidents should ask the Secretary General to invite nominations from Member Societies. The choice need not be restricted to those nominated in this way.</p>

14A.3	<p>The Conference Organising Committee set up by the host country will take responsibility for the administration, detailed organisation and financing for the International Conference in consultation with the President and the Secretary General. Important decisions on these matters must, however, be approved by the Conference Advisory Committee. (Ref. BL 14A.1) In particular, these include conference format, timetable and bulletins, proposed facilities for the conference and associated meetings, publishing arrangements for the Proceedings and the registration fee. Organisation of the Conference shall be in accordance with the Manual for ISSMGE Conferences available from the Secretary General.</p> <p>(i) The technical programme and session arrangements will be agreed by the Conference Organising Committee and the Conference Advisory Committee. The Conference Advisory Committee will be responsible for the selection of session leaders (i.e. Chairmen, General Reporters, Discussion Leaders, etc.). These will be chosen after receiving nominations from Member Societies.</p> <p>(ii) The Conference Advisory Committee shall decide the allocation of pages in the Conference Proceedings to Member Societies in accordance with the Resolutions of the International Society.</p> <p>(iii) The Technical programme of the International Conference of Soil Mechanics and Geotechnical Engineering will have a number of plenary sessions at which there will be simultaneous translation in English and French, plus concurrent discussion or specialty sessions, some of which will have simultaneous translation. A number of specialty sessions maybe run by Technical Committees of the International Society. Poster sessions may be arranged to give authors an opportunity to present their papers.</p> <p>(iv) The Conference Organising Committee should also advise the Conference Advisory Committee of its proposals regarding technical visits and the social programme for the Conference</p>
14B.1	<p>The Secretary General shall be satisfied that the inviting country has:</p> <p>(i) a meeting place with appropriate facilities;</p> <p>(ii) suitable hotel accommodation for members and accompanying persons;</p> <p>(iii) sufficient of interest in the country for technical and other visits;</p> <p>(iv) agreed to follow the Conference rules laid down by the Council.</p>
14B.2	An invitation from a Member Society must be accompanied by a solemn undertaking by the Officers of that Member Society guaranteeing the organisation and financing of the International Conference and agreeing to abide by the principles, rules and procedures for the International Conference as set out in the Statutes and Bylaws in existence at the time that the invitation is accepted.
14B.3	With a view to distributing International Conferences evenly among the Regions, Member Societies from a Region that has recently hosted an International Conference shall refrain from offering to host the next two International Conferences unless no acceptable invitation is received from the remaining Regions.
14D.1	An invitation from a Member Society must be accompanied by a statement signed by the officers of that Member Society setting out what current restrictions (if any) are imposed against the entry of foreign nationals by the Government of the inviting country.
14D.2	If, after an invitation has been accepted, the said Government adversely alters its restrictions, the President shall seek the opinions of all the Member Societies as to whether the International Conference should be hosted by another country, or whether the official status of the International Conference should be withdrawn. After consultation with the Board, the President shall act in the best interests of the International Society.
14D.3	Participation in the International Conference is intended for bonafide members of the International Society and their accompanying persons only. Other persons approved by the Conference Organising Committee may also attend, with the payment of a 10% surcharge, which will be remitted to the International Society.
14D.4	A surcharge of 5% is added to the registration fee of the International Conference and the revenue accruing from this surcharge remitted to the International Society.
14D.5	Two copies of the Proceedings of each International Conference and other publications arising from the Conference are to be donated to the Secretariat (Ref. BL 10E.2) and one copy of the Proceedings to each of the Secretariats of the International Society for Rock Mechanics, the International Association of Engineering Geology and the Permanent Coordinating Secretariat.
15	REGIONAL CONFERENCES, MEETINGS AND SYMPOSIA
15A.1	The Bylaws for the International Conference shall with due regard to the character of the Regional Conference, also apply to a Regional Conference as agreed at the time the invitation is accepted.
15A.2	The endorsement of the International Society will only be granted to International and Regional Symposia if the time, place and subject have been approved by the President (in the case of International Symposia) or appropriate Vice-President (in the case of Regional Symposia), both in consultation with the Secretary General. Organisation of the Conference shall be in accordance with the Manual for ISSMGE Conferences available from the Secretary General.
15A.3	A Conference Advisory Committee (CAC) shall be set up by the Vice- President at the time of acceptance of the host Member Society invitation. This Vice-President shall chair the CAC until the name of the new Vice- President is known, when that person shall take the chair, but the retiring Vice-President will remain on the CAC. Other members of the CAC will be the Secretary or Chairman of the Organising Committee for the previous Regional Conference, two members of the Organising Committee of the Host Country and the Secretary General. Normally, one or two other senior people should be invited to join the CAC. The Regional CAC shall be responsible for advising on the conference programme but is not concerned with the detailed organisation of the conference, which is the responsibility of the Member Society hosting the Regional Conference.
15B.1	The Vice-President shall ensure that a record of the meeting is written and a copy sent to the Secretariat and to Member Societies within the Region.
15C.1	If only one invitation is received the Vice-President may, after appropriate consultation (normally with the Member Societies within the Region and the Secretary General), approve its designation as a Regional Conference of the International Society.

15C.2	If two or more invitations are received the Vice-President shall convene a Regional Meeting at the time of the previous Regional Conference to discuss the invitations. The choice shall be determined by a simple majority in a secret ballot (Ref. BL 12J.1). The Vice-President shall not have a vote except in the event of an equality of votes when he shall have a casting vote.
16	COMMITTEES
16B.1	Technical Committees may be instituted at the request of a group of members interested in a specific topic and with the knowledge and agreement of the President and Secretary General. Guidelines for the operation of Technical Committees are approved by the Board and published.
16B.2	A short administrative Report summarising the work of each Technical Committee shall be submitted by the Committee Chairman to the Secretary General six months before the next International Conference for presentation at the Council meeting. The incoming President has the authority to decide if the work of any Technical Committee should continue and which Member Society shall have responsibility for it.
16B.3	Technical Committees may be called upon to organise specialty sessions at an International Conference. (Ref. BL 14A.3 (iii)).
16B.4	If appropriate, technical reports of a Technical Committee will be the subject of open discussion at an International Conference or other venue approved by the President before final publication.
16C.1	Members of Administrative Committees shall normally be appointed by the President after consultation with the Secretary General and the Board to insure an input from several countries and an appropriate representation of Member Societies.
16C.2	Administrative Committees shall report to the President who may submit the report, with amendments, to the Council. Normally such reports will be subjected to open discussion at a Council meeting before acceptance and, if appropriate, publication.
16D.1	The responsibility for each Regional Committee will be assumed by a specific Member Society which will provide the chairman, secretary and the necessary administration.
17	REGISTER OF MEMBERS
17A.1	The list shall be in a form as requested by the Secretary General. It shall include the name and permanent address of the secretary of the Member Society and of its officers where appropriate.
17B.1	Information about individual members should only be made available to a second party if it is in agreement with national legislation applicable to the member society.
17C.1	The list shall be in electronic format and subject to the approval of the Member Society shall be posted in an appropriate section of the Society's web site.
18	AMENDMENTS TO THE CONSTITUTION
18A.1	Proposals for amendments to the Constitution must be received at least six months before a Council meeting.
19	DISSOLUTION OR LIQUIDATION
19A.1	In seeking a decision from Member Societies on the dissolution or liquidation of the International Society duly authenticated postal votes shall be accepted in addition to those cast at the Council meeting.