Procedure for Changing the ISI By-Laws

(approved by the ISI Council meeting in Rome July 2012)

As noted in Article 4 of the [ISI Statutes], the ISI By-Laws are established and adapted by the Executive Committee (EC) after consultation with the Council.

This Procedure ensures that the Council is fully consulted and can provide adequate input into any decisions that involve changes to the By-Laws.

This Procedure is approved by the ISI Council in its meeting on 17 and 18 July 2012 in Rome, Italy. It is published as an addendum to the ISI By-Laws.

**ISI Statutes 29 November 2011:**

**ARTICLE 4: BY-LAWS**

The By-laws of the ISI are established and adapted by the Executive Committee after consultation with the Council. Changes to the By-Laws shall not be in contravention with ISI Statutes and/or Dutch Law.

Procedure for Changing the ISI By-Laws:

1. Changes to the By-Laws can be proposed by the EC or by members. The current By-Laws provide guidelines on how proposals should be submitted by members.
2. The proposals will be first reviewed by the full EC and an initial decision made whether to bring it to the Council for discussion and approval.
3. If a positive decision is made, the EC will prepare a formal document that details the proposal, rationale, and, if appropriate, a discussion of pros and cons.
4. The Director will distribute the document to the Council for comment and input. The Council members will have four weeks to provide their input to the EC via the Director.
5. The EC will take the Council’s response into account and revise the proposal as necessary. If there is substantial negative feedback, the EC may decide not to move ahead with the changes.
6. If the EC decides to move forward, the revised proposal for changes, together with revised rationale if appropriate, will be distributed to the Council members who will be asked to express their opinion formally. Council will be given two weeks to express its opinion electronically.
7. If the majority of the Council (more than half of the Council members) are not in favour of the change, the EC shall not adopt the change. Otherwise, the change will be adopted.