

STATUTES OF SOCIEDADE PORTUGUESA DE GASTROENTEROLOGIA

CHAPTER I

Name, Seat, Duration, Aims and Means

Article 1

The “Sociedade Portuguesa de Gastroenterologia”, hereafter designated SPG, founded on the twenty first of August nineteen eighty six, is a non-profit, public utility, scientific society, continuer of the Section by the same name, founded in nineteen sixty, of the Sociedade de Ciências Médicas de Lisboa.

Article 2

SPG is based in Lisbon, Av. Dr. António José de Almeida, number five F, eight floor, São João de Deus parish.

Article 3

SPG is affiliated in the World Gastroenterology Organization and in the United European Gastroenterology, which will last indefinitely, and may affiliate or associate itself with other organizations.

Article 4

SPG aims are to:

- a) Promote the development of Gastroenterology on behalf of patient care of the Portuguese population;
- b) Stimulate research in the field of Gastroenterology;
- c) Disseminate ideas and to promote knowledge update and activities in Gastroenterology;
- d) Promote links and national and international partnerships among professionals devoted to the field;
- e) Develop educational activities in the field of Gastroenterology;
- f) Serve as an advisory board on Gastroenterology matters.

Article 5

To achieve its purpose, SPG proposes to:

- a) Edit and publish a Journal (official organ of SPG) and to ensure its diffusion;
- b) Divulge scientific and informative documents among its members;
- c) Promote the creation of Specialized Sections and Committees
- d) Represent Portugal among international counterpart societies and to serve as a link between these and our own country;
- e) Promote and cooperate in the organization of educational activities for physicians, other healthcare workers and the general population in the field of Gastroenterology;
- f) Promote the study of digestive diseases and cooperate in the development of promotional and healthcare projects in the domain of Gastroenterology;
- g) Create Awards and Scholarships and promote Research Projects;
- h) Organize and promote Scientific Meetings, namely National Gastroenterology Congress and Post-Graduate Courses.

CHAPTER II

Members and Associate Members

Section I

Member Categories and Membership Admission

Article 6

SPG comprises physicians and other healthcare workers, encompassed by the following categories:

1) Members:

- a) Ordinary members – Gastroenterologists (officially recognized)
- b) Honorary members – individualities for whom SPG may grant the aforementioned title based on recognized scientific merit

- c) Corresponding members – National or foreign Gastroenterologists residing abroad, that maintain or otherwise manifest their interest in creating a scientific bond with SPG
- d) Aggregate Members – Gastroenterology Fellows and medical and non-medical workers acting in the field of Gastroenterology
- e) Benefactor Members – singular or collective entities whose relevant contribution or support to SPG have proven worthy of the aforementioned category.

2) Associate Members

Medical and non-medical workers that are members, exclusively, of a Specialized Section

Sole paragraph – Membership categories overlap is not permitted

Article 7

1 – Admission to Membership is decided by the General Assembly, in accordance to the General Regulation.

2 – Admission to Associate Membership is decided by the General Assembly, on proposal by the Specialized Sections.

Section II

Rights and Obligations of Members

Article 8

1 – Members have the right to:

- a) Attend SPG meetings and participate in the activities, namely through the presentation and discussion of scientific papers;
- b) Participate in the General Assembly;
- c) Receive a copy of SPG's free publications and be regularly informed of its activities;
- d) Have access to and, with the Executive Committee's sanction, organize meetings and activities at the seat;
- e) Appeal to the General Assembly from decisions of the Executive Committee that may be regarded as illegitimate or severely detrimental to their rights.

2 – Ordinary and Honorary Members have the right to:

- a) Access all documents from SPG;
- b) Vote on the General Assembly;
- c) Be elected for positions or specific functions on SPG.

3 – Aggregate and Corresponding Members have the right to:

- a) Vote in the General Assembly.

Article 9

1 – Members have the obligation to:

- a) Fully comply with the Statutes and General Regulation of SPG;
- b) Abide by decisions of the General Assembly or the Executive Committee;
- c) Zealously and diligently accept and undertake the posts and specific functions for which they have been elected or appointed, except for well-founded reasons;
- d) Pay affiliations and membership fees;
- e) Inform the Executive Committee of residency changes, retirement or long-term illness impediments within thirty days of its occurrence;

2 – Special situations

- a) Honorary and Benefactor members are exempted from payment of affiliations and membership fees;
- b) Retired members that have ceased their professional activity or with long-term illness impediments are exempted from payment of membership fees;
- c) Members are exempted from Specialized Sections membership fees;
- d) Gastroenterology Fellows and Corresponding members have their membership fees reduced by half;
- e) Ordinary members may request to become Corresponding members when living abroad for more than two years.

Article 10

Associate Members have the rights and obligations inherent to the Specialized Sections they belong to.

Section III

Membership Suspension, Readmission and Exclusion

Article 11

1 – Failure to pay the membership fee for at least one year determines, for relapsing members, the suspension of their rights, according to the applicable regulation.

2 – If a member fails to respond after being regularly notified, he will be resigned, in spite of potential readmission once settled the amount due.

3 – Members and Associate Members that severely infringe the reputation or morally or materially damage SPG may be excluded, by deliberation of the General Assembly.

CHAPTER III

Organs and Elections

Article 12

1 – SPG has the following organs:

- a) General Assembly
- b) Executive Committee
- c) Audit Board
- d) Consulting Council

2 – Organs are elected by direct suffrage and secret ballot for a two-year term, in accordance to the General Regulation.

3 – Re-election for consecutive mandates is not permitted for the Presidency of the General Assembly, Executive Committee or Audit Board.

Section I

General Assembly

Article 13

1 – The General Assembly is the central organ of SPG and is composed by Members in the full enjoyment of their rights. It can gather ordinarily or extraordinarily and a minute of each of the assemblies will be recorded.

2 – Benefactor Members may attend and participate in the General Assembly but have no voting rights.

Article 14

1 – General Assembly will gather ordinarily once a year, during the Portuguese Congress of gastroenterology, its jurisdiction being to:

a) Elect the Board of the General Assembly, the Executive Committee and the Audit Board every two years;

b) Debate and approve the Financial Statement and the Executive Committee's report and related Audit Board opinion;

c) Admission and exclusion of Members and Associate Members;

d) Ratify the creation or extinction of Specialized Sections, on proposal of the Executive Committee;

e) Evaluate and deliberate on any other matters presented by Members to the General Assembly Board and by them included in the agenda;

f) Ratify the update of affiliation and membership fees, on proposal by the Executive Committee.

2 – The General Assembly will gather extraordinarily whenever summoned by the President of the Board, by request of the Executive Committee or the Audit Board or by written request of at least ten percent or thirty Members in the full enjoyment of their rights.

3 – The approval of amendments to these Statues is to be held in the General Assembly, by proposal of the Executive Committee or thirty Members, for which a majority of three quarters of attending Members is required.

4 – The approval of amendments to the General Regulation is to be held in the General Assembly, by proposal of the Executive Committee or thirty Members, for which a majority of attending Members is required.

Article 15

1 – The General Assembly Board shall consist of President, Vice-President and Secretary, whose functions are to:

a) Deliver the notice for General Assemblies, including the agenda, meeting place, day and hour, a minimum of fifteen days prior to its occurrence;

b) Conduct and manage the meeting;

c) Organize and coordinate the electoral process according to the applicable regulation.

2 – The President of the Board of the General Assembly has the incumbency to:

a) Call the General Assembly, preside the meeting and sign the minute book;

b) Invest the remaining elected members of the board and sign the Opening and Closure Terms Book.

3 – The Vice-President will assist and replace the President whenever he may be unavailable

4 – The Secretary will ensure the administrative tasks, make the minutes of the sessions and assist the President in his duties.

5 – Replacement of an absent or impeded member of the Board of the General Assembly is to be made by whomever the Assembly appoints.

Section II

Executive Committee

Article 16

1 – The Executive Committee is composed of President, three Vice-Presidents, Secretary General, Treasurer and an odd number, that must not be inferior to three, of ordinary members.

2 – The Vice-Presidents and the ordinary members will necessarily have to come from the North, Centre and South of the country.

Article 17

The Executive Committee has the incumbency to:

a) Elaborate a Biennial Activity Programme in accordance to the fundamental aims of SPG;

b) Ensure the financial and patrimonial current management;

c) Divulge information about SPG's activities with adequate periodicity;

d) Elaborate and present the Management Report, the Financial Report and the Audit Board Opinion on the General Assembly, at the end of each term's year;

e) Propose the update of affiliation and membership fees to the General Assembly;

- f) Propose the creation or extinction of Specialize Sections to the General Assembly;
- g) Endow the Specialized Sections with the necessary funds for their specific activities;
- h) Appoint and extinguish Specific Committees.

Article 18

The President has the incumbency to:

- a) Officially represent SPG;
- b) Coordinate the activities and preside over the reunions of the Executive Committee;
- c) Ensure compliance with the Statutes and General Regulation of SPG.

Article 19

The Vice-Presidents have the incumbency to:

- a) Represent the Executive Committee in the region of the country to which they belong;
- b) Stimulate and coordinate activities in their region, in close cooperation with the Secretary General;
- c) Represent SPG by impediment or delegation of the President.

Article 20

The Secretary General has the incumbency to:

- a) Secretary the reunions of the Executive Committee;
- b) Execute the Executive Committee's decisions;
- c) Secure the operation of the secretariat;
- d) Elaborate the Executive Committee's annual report.

Article 21

Executive Committee's Ordinary members have the incumbency to:

- a) Collaborate with the Vice-Presidents in the organization of regional scientific sessions;
- b) Ensure and promote the implementation of Executive Committee's decisions in their region;
- c) Perform other tasks the Executive Committee may assign them.

Article 22

The Treasurer has the incumbency to:

- a) Operate the revenues and expenses;
- b) Keep the Executive Committee informed about SPG's financial situation;
- c) Elaborate, whether upon request or by self initiative, opinions to be present to the Executive Committee and the Audit Board;
- d) Elaborate the Financial Statement.

Section III

Audit Board

Article 23

The Audit Board is composed of President, Secretary, and one Ordinary Member.

Article 24

The Audit Board has the incumbency to:

- a) Audit SPG's accounts;
- b) Elaborate an Opinion and a Report on the Executive Committee's activities by the end of each year of term;
- c) Request a call for an extraordinary General Assembly when deemed appropriate by the Executive Committee's activities.

Section IV

Consulting Council

Article 25

1 – The Consulting Council is a supporting organ of the Executive Committee that will gather by request of the President of the Executive Committee for counselling, namely in matters concerning SPG's aims or assets.

2 – The Consulting Council is composed by former Presidents of the Executive Committee. Its President will be chosen among its members every two years.

CHAPTER IV

Specialized Sections

Article 26

1 – Specialized Sections dedicated to the study of specific subjects within the field of gastroenterology may be created, under SPG, in accordance to applicable regulations.

2 – Its regulations must be in agreement with the present Statutes and have the approval of the General Assembly.

3 – Specialized Sections may affiliate themselves in counterpart international societies.

4 – Specialized Sections will have scientific and administrative autonomy.

5 – Associate Members have the obligation to pay a fee, the value of which is set by the General Assembly.

6 – Specialized Sections will have autonomous financial management of the funds annually assigned by the Executive Committee.

7 – Specialized Sections must annually present an Activity Report and Financial Statement to the Executive Committee.

CHAPTER V

Specific Committees

Article 27

1 – Specific Committees may be created by the Executive Committee for the accomplishment and promotion of specific goals on a temporary or permanent basis.

CHAPTER VI

Assets

Article 28

The assets of SPG comprise the aggregate of properties and rights acquired or granted by both public and private entities to the accomplishment of its aims.

Article 29

Incomes of SPG are, among others:

- a) Revenues from its own assets or those under its right of use;
- b) Revenues from affiliation and membership fees;
- c) Revenues from service provision and sell of publications;
- d) Subsidies, subventions, contributions, donations, inheritances and legacies.

CHAPTER VII

Final Provisions

Article 30

These Statutes are to be complemented by the General Regulation of SPG, approved in General Assembly, by which any unforeseen cases should be resolved, in accordance to the general principles of the law.