



**STATUTES**  
**OF**  
**THE INTERNATIONAL COMMITTEE OF MILITARY MEDICINE**  
**(ICMM)**

**Amended on December 9<sup>th</sup>, 2013**

**Queen Astrid Military Hospital**

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## FOREWORD

World War I revealed the importance of a close collaboration between the Armed Forces Medical Services of all Nations, both under conditions of war and in times of peace.

Captain William S. Bainbridge MD (U.S. Navy) and Commander Medical Officer Jules Voncken, Belgium, soon turned this lesson of facts into account and began working on the idea. In 1920, on the occasion of the 28th session of the Association of Medical Officers of the United States (AMSUS), they proposed the study of its setting.

The Belgian Government actively supported the practical development of this concept and, under the High Patronage of His Majesty King Albert I, the First International Congress of Military Medicine and Pharmacy was held in July 1921, in Brussels, Belgium. On this occasion, the Permanent Committee of International Congresses of Military Medicine and Pharmacy was founded on 21 July 1921, in Brussels. The founding countries were Belgium, Brazil, France, Great Britain, Italy, Spain, Switzerland and the United States of America.

In line with the spirit of the Geneva Conventions, the Permanent Committee set its goal as "to maintain and strengthen the bonds of continuous professional collaboration between persons throughout the world, whose missions consist in caring for the sick and wounded of the Armed Forces and in seeking to improve their condition and relieve their pain, in times of peace or conflict".

Throughout the evolution of the Permanent Committee of International Congresses of Military Medicine and Pharmacy, this goal still remains today.

In 1938, the Permanent Committee was renamed as the International Committee of Military Medicine and Pharmacy, to which all countries of the world could adhere, each State being represented by a national delegate.

The International Committee of Military Medicine and Pharmacy survived the vicissitudes of World War II. The Secretariat General of The Committee, located in Liège, resumed its activities as soon as the war ended.

On 21 May 1952, the World Health Organization recognized the International Committee of Military Medicine and Pharmacy as an international body specialized in medico-military matters.

On 28 April 1990, the International Committee of Military Medicine and Pharmacy changed its name and became the International Committee of Military Medicine (ICMM).

The course of events which changed international relations over the past few years, lead the International Committee of Military Medicine to decide, at its General Assembly held on 28 April 1990, to revise its Statutes.

The new Statutes are largely based on the fundamental principles mentioned above, which were at the very basis of the founding of the Permanent Committee in 1921, and still govern all the activities of the International Committee today. These principles are clearly set forth in Part I of the Statutes.

**STATUTES OF**  
**THE INTERNATIONAL COMMITTEE OF MILITARY MEDICINE**  
**(ICMM)**

**PART I : FUNDAMENTALS OF THE ICMM**

**General**

**Article 1**

1. An international intergovernmental organization of military medicine is created and named the International Committee of Military Medicine (ICMM).
2. In homage to Belgium which took the initiative in founding the precursory organization of the International Committee of Military Medicine and organized the first International Congress of Military Medicine, the seat of the Secretariat General of the ICMM is located in Belgium.

**Missions**

**Article 2**

The missions of the ICMM are :

- a. to maintain and strengthen the bonds of professional collaboration between members of the Armed Forces Medical Services of all States;
- b. to periodically organize International Congresses of Military Medicine;
- c. to organize international study sessions, on a wide or restricted scale, on subjects of interest to military medicine, in particular international advanced courses for young officers of the Armed Forces Medical Services;
- d. to encourage, within its means and the operational framework, respect for and application of international humanitarian law, in particular by organizing or supporting

courses on international humanitarian law applicable to armed conflicts, intended for members of the Armed Forces Medical Services;

- e. to permanently update documentation of interest to the Armed Forces Medical Services and circulate said documentation by publishing an international review, the *International Review of the Armed Forces Medical Services*;
- f. to periodically award prizes for major books, articles or reports describing work of an innovatory nature in military medicine or in the medico-legal field, in particular the "Jules Voncken" prize;
- g. to maintain permanent contacts with the different Armed Forces Medical Services throughout the world, through the official representatives of such services;
- h. to provide liaison with various international bodies concerned with the fate and protection of the wounded and sick of the Armed Forces;
- i. to promote the spread of medical doctrines applicable to medical care in case of large numbers of wounded and sick, in both the military and civil population, and support cooperation between the different national health services, with due respect of national sovereignty;
- j. to offer its help in order to contribute to liaison and coordination during the humanitarian intervention of the Armed Forces in large scale disasters;
- k. to actively promote Peace by the free exchange of medical knowledge, international medical co-operation, thereby enhancing greater mutual understanding, tolerance and co-existence.

### Definition of Military Medicine

#### Article 3

Military medicine is to be understood as the activities listed below, performed both under conditions of war and in times of peace :

- a. diagnostic and curative medical and surgical activities in all their specialties, when performed for the benefit of individuals or groups pertaining to military personnel;
- b. preventive medicine, hygiene and industrial medicine in a military environment;
- c. techniques for assessing physical and mental aptitudes required for various military functions;

- d. survey medicine in all military matters;
- e. specific forms of mass medicine;
- f. odontostomatology in a military environment;
- g. pharmacy in a military environment;
- h. activities of veterinary sciences when such activities contribute to the forms of human medicine listed above, in particular hygiene of food and zoonosis prevention, or relate to animal physiopathology in a military environment;
- i. administrative, organizational and logistical activities associated with missions pertaining to the various branches of military medicine;
- j. studies and research work relating to the activities listed above.

Some of these activities may be to the benefit of the civilian population.

### International Congresses. Study Sessions

#### Article 4

To further the accomplishment of its missions, the ICMM shall organize :

- a. periodically, International Congresses of Military Medicine. A Congress will be held in an ICMM Member State, normally on a biennial basis;
- b. occasionally, depending on circumstances, needs or possibilities, international study sessions in the form of seminars, courses, symposiums or medical days.

### Regulations

#### Article 5

These Statutes may be supplemented by regulations issued by the Secretary General of the ICMM. Said regulations must be approved by The Committee (ICMM).

## PART II : MEMBER STATES

### Admission and Exclusion

#### Article 6 (amendment December 2013)

1. The International Committee of Military Medicine (ICMM) is composed of nations who are members of the United Nations or have observer status in the United Nations or are members of the World Health Organization.
2. To be admitted as Member States of the ICMM, the States specified under 1 above must :
  - a. subscribe to the present Statutes,
  - b. be approved by a vote in favor of their admission, expressed by the Committee meeting in General Assembly. A simple majority of votes is required.
3. Within the ICMM, the designation of any Member State is the same as that used by the United Nations Organization.
4. Active membership requires payment of a regular financial contribution after admission or certification of permitted non-payment.
5. Each Member State is represented by a national delegate officially appointed by his Government. A Member State may maintain liaison with the ICMM through its National Delegate or, for matters of governmental concern, through the Belgian Ministry in charge with Foreign Affairs.
6. When more than one Government claims to represent the same State, the International Committee of Military Medicine considers the authority admitted or recognized by the United Nations Organization as the legitimate Government of that State and as the only legitimate body qualified to be represented in the International Committee of Military Medicine. Any other Government claiming to represent that State loses ipso facto the right to occupy the seat reserved for the Delegate of that State in the ICMM.
7. Member States :
  - a. take part in the meetings of the General Assembly and are represented by a National Delegate who is entitled to speak and vote;

- b. have the right to organize International Congresses, military medicine days, seminars or advanced courses for young officers of the Armed Forces Medical Services.
8. A Member State may withdraw from the ICMM by submitting its resignation to the Secretary General by means of a document issued by a governmental authority of the Member State empowered to do so. The resignation document will be referred to The Committee meeting in General Assembly and the latter will record such resignation.
  9. In the event of non-observance of the Statutes, a Member State may be excluded from the ICMM.

Any proposal for exclusion shall be placed in advance on the agenda of a General Assembly of the ICMM. After debate regarding such issue and, if necessary, after taking the advice of an ad hoc committee created as occasion requires, the decision to exclude a Member State shall be taken by a vote of the General Assembly, the latter representing at least half of the Member States and a two-thirds majority of votes being required for this purpose.

10. A Member State which is delinquent in its financial contributions comes under special provisions of the Regulations.

Non-payment by a Member State of its financial contribution, without any valid reason, may lead to :

- a. the suspension of its right to speak and vote at the General Assembly or at Plenary Sessions;
- b. the loss of its right to organize in the name of the ICMM an International Congress of Military Medicine or medical days or seminars or an advanced course for young officers of the Armed Forces Medical Services.

Should a Member State fail during four years consecutive to meet its financial obligations towards the ICMM, The Committee may decide to exclude that State, on the terms it judges appropriate.

By a vote of the General Assembly, The Committee may restore membership, with all the corresponding privileges as ICMM Member State, to any State which has fully met its obligations towards the ICMM.

### PART III : OFFICIALS

#### Chairman of the ICMM

##### Article 7

1. The Chairman of the ICMM :
  - a. is by right the person appointed by a Member State to serve as the Chairman of the International Congress of Military Medicine organized by that Member State;
  - b. assumes office on the opening day of the Congress organized by his Member State and serves until replaced by a new Chairman of the ICMM on the opening day of the next International Congress;
  - c. presides over the meetings of The Committee and is entitled to speak and vote;
  - d. represents the ICMM at official events;
  - e. endeavours to maintain harmonious relations with Member States;
  - f. has the right to request information at any time from members of the ICMM as to their activities and programmes and to express his views regarding such matters to the Secretary General, the latter being requested to refer to those responsible for such activities and programmes;
  - g. is responsible for the observance of the Statutes and regulations regarding activities and matters subject to the decisions of the General Assembly;
  - h. becomes, at the end of his period of office, Honorary Chairman of the ICMM for his lifetime, with the right to attend in an advisory capacity the meetings of The Committee.
2. In the event of permanent incapacity or death of the Chairman in office, the Secretary General shall invite the State that organized the last International Congress of Military Medicine to appoint a replacement.

In the event of temporary incapacity of the Chairman in office, the retiring Chairman shall assume this function ad interim during said period.

## Vice-Chairmen of the ICMM

### Article 8

The two Vice-Chairmen of the ICMM are :

- a. the retiring Chairman;
- b. the person appointed by his Member State to serve as the Chairman of the next International Congress of Military Medicine.

The period of office of both Vice-Chairmen of the ICMM is the same as that of the ICMM Chairman in office. They are entitled to speak and vote at the meetings of The Committee during the period of their mandates as Vice-Chairmen.

## National Delegates

### Article 9

1. Each Member State will appoint a National Delegate to represent that Member State within the ICMM.
2. This National Delegate will be entitled to speak and vote at the General Assembly and at the meetings organized by the ICMM.
3. The National Delegate will be chosen from among the regular or reserve officer corps of the Armed Forces Medical Services. In principle, this Delegate will preferably be the Head of the Army, Navy and Air Force Medical Services of his State or the Head of one of these Services.

His appointment will be transmitted to the Secretary General through the channel of the Belgian Ministry in charge with Foreign Affairs. When prevented from attending the meetings of The Committee, the National Delegate will inform the Secretary General and indicate the person who will represent him.

4. The National Delegate may only represent the official position of his Government within the ICMM.

5. The National Delegate will :
  - a. maintain permanent contacts between the Secretariat General of The Committee and the Armed Forces Medical Services of his State;
  - b. forward to the Secretary General the various works, periodicals and publications of medico-military interest published in his country;
  - c. meet, whenever possible, requests for documentation or information passed on to him by the Secretary General.

### Secretary General

#### Article 10

1. The Secretary General :
  - a. is appointed for a period of four years by The Committee meeting in General Assembly; his mandate may be renewed or ended by The Committee meeting in General Assembly;
  - b. must be a doctor of medicine, serving or having served with the regular or reserve medical officer corps of the Armed Forces Medical Services. In homage to the pioneer of the ICMM, General VONCKEN, and in consideration of the location of the seat of the Secretariat General, the Secretary General shall be of Belgian nationality;
  - c. must have the appropriate available time for the office;
  - d. becomes, upon retirement from office, Honorary Secretary General for his lifetime, with the right to attend in an advisory capacity the meetings of the ICMM.
2. The Secretary General in office :
  - a. is responsible for maintaining the permanence and continuity of ICMM activities;
  - b. manages and administers the ICMM Secretariat, including determination of requirements for staff and equipment;

- c. is responsible for organizing and coordinating the activities and implementation measures approved by the ICMM or in consonance with the missions of the ICMM;
- d. is responsible for the financial management of ICMM property and resources. He prepares the budget of the ICMM and presents the latter for approval to the General Assembly;
- e. is the chief editor and director of the *International Review of the Armed Forces Medical Services*;
- f. maintains regular relations between the ICMM and National and International Institutions having the same scientific and moral orientation as the ICMM, according to the directions of the General Assembly;
- g. prepares the agendas of the meetings of the Advisory Board, the Bureau of The Committee, the General Assemblies and the Plenary and Extraordinary Sessions of The Committee, obtaining approval of the agendas from the Chairmen of those bodies;
- h. monitors, in coordination with the Chairman of the ICMM, the Vice-Chairmen of the ICMM, the Chairman of the Scientific Council and the Director General of the next Congress, the preparatory organization of the next International Congress, of medical days, of international advanced courses and of seminars, in compliance with the provisions of the related Regulations. He reports to the ICMM Chairman in office, in order to be in a position to take any specific measure required in due time. He is assisted in this mission by the Chairman of the Scientific Council;
- i. makes the necessary arrangements to convene in due time the Bureau of the ICMM, the Scientific Council and the Technical Commissions;
- j. in agreement with the Chairmen of these bodies, is responsible for organizing, within the time limits specified in the Statutes, the appointment of successors to Chairmen and Members of such bodies whose mandates are about to expire. He takes the necessary measures to ensure a fair geographical distribution regarding candidates presented for appointment before and by the General Assembly;
- k. supervises, in collaboration with the Directors and Coordinators of international courses, the general organization of advanced courses for young officers of the Armed Forces Medical Services and of other international courses approved or supported by the ICMM. After taking the advice of the Chairman of the Scientific Council regarding the guide lines to be given to the Directors of such courses, he

defines the general trends of programmes and requests reports as to their implementation. He further assesses the value and efficiency of such courses;

- l. organizes the meetings of the Bureau of the ICMM;
- m. organizes the meetings of the Advisory Board, when required, and presents to The Committee the conclusions and recommendations of the Advisory Board;
- n. is responsible for all the measures to be taken in order to secure the normal progress of the meetings of the ICMM, including those regarding :
  - (1) the capacity of the persons authorized to attend such meetings, either as National Delegates, as assistants of these Delegates, as persons authorized to attend by right or as Observers;
  - (2) the respect of voting procedures and eligibility, in accordance with the corresponding Regulations;
- o. has authority to establish ad hoc working groups;
- p. issues and enforces ICMM regulations.

### Deputy Secretary General

#### Article 11

- 1. The Deputy Secretary General :
  - a. is appointed by The Committee meeting in General Assembly, on proposal of the Secretary General, for the same period of office as the Secretary General. His mandate may be renewed or ended by The Committee meeting in General Assembly;
  - b. must be a doctor of medicine of Belgian nationality, serving or having served with the regular or reserve officer corps of the Armed Forces Medical Services. If he is still on active service, the Deputy Secretary General must obtain prior permission from his Commander in order to carry out his mandate;
  - c. performs the same functions as assigned to the Secretary General;

- d. serves as non-voting Secretary of the Advisory Board;
- e. assumes, in the event of permanent incapacity or death of the Secretary General, the functions of the Secretary General for the remaining part of his period of office.

### Director General of an International Congress

#### Article 12

1. The Vice-Chairman of the ICMM, commissioned by his Member State to organize an International Congress of Military Medicine, may appoint a person to serve as Director General of said Congress.
2. The Director General :
  - a. must be a member of a medical profession or of an ancillary medical profession or of a health profession, serving or having served with the regular or reserve officer corps of the Armed Forces Medical Services;
  - b. is officially appointed and assumes office until all the administrative tasks related to the Congress organized by his Member State are completed (accordingly, there may be two Directors General);
  - c. is responsible for the material organization of scientific and administrative activities related to the Congress;
  - d. serves as a temporary member of the Scientific Council during his period of office.

## PART IV : OBSERVERS AND CORRESPONDENTS

### Delegates of States that are not Members of the ICMM

#### Article 13

1. The status of Observer at an International Congress or a Scientific Session may be granted, subject to prior acceptance by the organizing country, to any Delegate representing a State that is not a member of the ICMM, but a member of the United Nations Organization or recognized as such by the United Nations Organization.
2. The request of the Government of a State that is not a Member of the ICMM, regarding the appointment of a Delegate to serve as Observer shall be addressed to the Secretary General of the ICMM at least three months before the date decided for the next International Congress of Military Medicine or the next medical days or the next seminar.
3. The status of Observer allows the latter to attend the Scientific Sessions of International Congresses, medical days and seminars and to present scientific papers during such meetings. It does not allow the Observer to attend the General Assembly, unless positive authorization has been given by the Bureau of the ICMM and confirmed by approval of the General Assembly. A two-thirds majority of votes is required for this purpose.

### Delegates of International Organizations and Specialized Institutions

#### Article 14

1. The status of Observer at an International Congress or a Scientific Session may, after approval by the organizing State, be granted to :
  - a. the Delegates of international organizations and specialized institutions, in accordance with the terms of the United Nations Charter, and the Delegates of nongovernmental international organizations whose specific mission is to provide health and aid services for the benefit of special groups or populations.

- b. the Representatives of charitable orders which, in accordance with a long tradition, have retained as their essential activity the function of support to the Armed Forces Medical Services and place their personnel at the disposal of such services in the performance of medical tasks for the benefit of military and civil victims of armed conflicts.
2. Requests from these organizations and institutions shall be addressed to the Secretary General of the ICMM at least three months before the date decided for the next International Congress or the next medical days or the next seminar.
3. The status of Observer allows the latter to attend the Scientific Sessions of International Congresses, medical days and seminars. It does not allow the Observer to attend the General Assembly, unless positive authorization has been given by the Bureau of the ICMM and confirmed by approval of the General Assembly. A two-thirds majority of votes is required for this purpose.

#### **Military and Civil Members of Medical Services who are not part of Official Delegations of Member States**

#### **Article 15**

1. Military and civil members of Medical Services who are not part of Official Delegations of Member States may, after approval by the organizing State, be admitted to the scientific activities of International Congresses of Military Medicine, medical days and seminars, provided the conditions below are strictly observed :
  - a. They shall be registered on an individual basis.
  - b. With respect to the authorization to enter and stay in the country where the Scientific Session is held, they shall be subject to the measures defined in the decisions of the government authorities and by the laws and regulations of the organizing country.
  - c. During or on the occasion of such Sessions, they shall not wear clothes, badges or distinctive signs or use names having a political or military meaning, except when permission has been granted by the authority recognized by the ICMM as the legitimate Government of their State.
2. These members of Medical Services are not allowed to attend the General Assembly or any Plenary Session of the ICMM.

## Corresponding Members

### Article 16

1. Persons belonging to Nonmember States of the ICMM and appointed by the Head of the Armed Forces Medical Services of these States in order to provide contacts on scientific grounds with the Secretariat General of the ICMM, may be admitted as Corresponding Members.
2. As far as Corresponding Members are concerned, such contacts consist mainly in sending information on medico-military activities in their countries and in sending scientific works, the authors of which are officers serving in the Armed Forces Medical Services of their countries.
3. As far as the Secretary General of the ICMM is concerned, such contacts consist mainly in sending the *International Review of the Armed Forces Medical Services*, in replying to requests for information over scientific matters or requests for contacts with medical authorities belonging to ICMM Member States.

## PART V : OFFICIAL BODIES OF THE ICMM

### The Committee composition

#### Article 17

1. The Committee is the supreme deliberative body of the ICMM and comprises :
  - a. the Chairman of the ICMM and the two Vice-Chairmen of the ICMM, who are entitled to speak and vote during the meetings of The Committee;
  - b. the National Delegate of each Member State, who is entitled to speak and vote during the meetings of The Committee;
  - c. the Chairman of the Scientific Council, who is entitled to speak and vote during the meetings of The Committee;
  - d. the Honorary Chairmen (former Chairmen) and the Honorary Members, who attend the meetings of The Committee in an advisory capacity;
  - e. the Secretary General of the ICMM, who attends in an advisory capacity;
  - f. the Deputy Secretary General of the ICMM, who attends in an advisory capacity;
  - g. the Chairmen of the Technical Commissions, who attend in an advisory capacity;
  - h. the Honorary Secretaries General, who attend in an advisory capacity;
  - i. the Director General of the International Congress, who attends in an advisory capacity and whose term starts with the opening of the Congress and ends with the opening of the next Congress.
2. During a meeting of The Committee, each National Delegate may be accompanied by an Assistant, who is not entitled to speak or vote and has no advisory capacity.
3. The Coordinators of the international courses may be allowed to attend the meetings of The Committee in an advisory capacity, when convened by the Secretary General and subject to the approval of the Bureau of The Committee.
4. Other persons may be allowed to attend a meeting of The Committee in an advisory or observer capacity, subject to the approval of the Bureau of The Committee, followed by

the approval of the General Assembly. A two-thirds majority of votes is required for this purpose (see articles 13 and 14 above).

5. The persons entitled to attend a meeting of The Committee (General Assembly, Plenary Session) shall wear a distinctive badge during International Congresses.
6. The operation of The Committee is governed by the provisions under Part VI.

### Advisory Board

#### Article 18

1. The Advisory Board has the power to give advice on matters raised by the Chairman of the ICMM or by the Secretary General.
2. The following matters are within the powers of the Advisory Board :
  - a. **opinions** on matters relating to the Statutes and Regulations, including amendment proposals, interpretation of articles of the Statutes, **decisions on matters** regarding situations not provided for in the Statutes or jurisprudence regarding Statutes or Regulations;
  - b. **arbitration or opinions** on matters causing disagreement between the Members of ICMM decision-making bodies or with authorities, detrimental to the correct operation of such bodies;
  - c. **decisions regarding** the consequences of an act seriously compromising the respectability of an official of The Committee;
  - d. **opinions** on other matters concerning the ICMM, the importance or consequences of which may require special attention prior to the decision-making process.

**These decisions must be confirmed subsequently by the next General Assembly.**

3. The Advisory Board consists of :
  - a. all the Honorary Chairmen of the ICMM;
  - b. all the Honorary Secretaries General;
  - c. the Deputy Secretary General of the ICMM.

The Advisory Board chooses its Chairman from among the members present at the session to which it has been convened.

The Deputy Secretary General of the ICMM serves as secretary of the sessions and is not entitled to participate in the decision-making process.

4. On request of the Chairman of the ICMM or on initiative of the Secretary General, the latter convenes the Advisory Board. The convening notice shall contain the agenda of the issues brought up for debate and the necessary related documentation.

The Advisory Board must also be convened on initiative of a group of at least ten Member States.

5. The debates and deliberations of the Advisory Board are confidential. Only the conclusions of such debates may be formulated in writing and made public. The Chairman of the ICMM and the Secretary General are the recipients of such conclusions.
6. When appropriate, the Advisory Board may obtain advice from experts from an ICMM Member State.
7. The Advisory Board reaches decisions by a simple majority vote. If the votes are equal, the Chairman of the Advisory Board has the casting vote.

The minimum quorum required in terms of validity of work sessions is three members authorized to take decisions.

Voting by mail or proxy is permitted.

8. The minutes of the meetings of the Advisory Board are prepared by the Deputy Secretary General and approved by the Chairman of the Advisory Board. The minutes are filed at the Secretariat General. Only the ICMM Chairman in office and the Secretary General may have access to such minutes.
9. If a matter considered by the Advisory Board was submitted by another petitioner than the Chairman of the ICMM or the Secretary General, the Deputy Secretary General will provide an appropriate response to the petitioner, in the form of grounded written conclusions.

## Scientific Council

### Article 19 (amendment October 2009)

1. The Scientific Council, under guidance of the Secretary General, is responsible for all scientific and technical actions of the ICMM.

The Scientific Council participates, with its advices and proposals, in the preparation and follow-up of scientific programs for future Congresses and other Scientific Sessions, in the preparation of programs for international advanced courses and in the scientific policy of the ICMM.

The Scientific Council coordinates the scientific activities of the Technical Commissions. It receives their proposals and forwards them to the Secretary General together with its technical advice.

2. The Scientific Council consists of a Chairman, a Deputy Chairman, the Chairmen of the Technical Commissions and Advisory Members.
3. The Chairman of the Scientific Council
  - a. must have the following qualifications :
    - (1) be a doctor of medicine,
    - (2) be or have been an active medical officer,
    - (3) possess a recognized competence and experience in the very specific matters within the missions of the Scientific Council;
  - b. is referred by the Secretary General, and appointed by the ICMM meeting in General Assembly, after acceptance by the national authorities the candidate comes under, if he is still on active service. The term of his mandate is four years and may be renewed;
  - c. is entitled to speak and vote at the meetings;
  - d. is the chief of the Editorial Board of the *International Review of the Armed Forces Medical Services*;
  - e. is ex officio a member of the jury responsible for awarding various scientific prizes and is Chairman of the jury;

- f. Prepares and presents to The Committee meeting in General Assembly an activity report of the work and projects of the Scientific Council and the Technical Commissions.
- g. participates in meetings to ensure the preparation of International and Regional Congresses and attends these events as far as is possible.
- h. approves the scientific content and training methods of international courses endorsed by the ICMM. He monitors the quality of their implementation and ensures that their effectiveness is measured in terms of meeting training objectives, in accordance with the directions of the Secretary General.
- i. represents the ICMM at scientific events organized by international organizations with which the ICMM has a signed agreement of cooperation.
- j. participates in the meetings of the Secretariat General.
- k. manages the Scientific Council and determines its requirements in accordance with budget guidelines established by the Secretary General. He organizes the meetings of the Scientific Council.
- l. has the authority to establish Technical Commissions, with the approval of the Secretary General and of the Committee meeting in General Assembly.

#### **4. The Deputy Chairman of the Scientific Council**

- a. is appointed by the Committee meeting in General Assembly, referred by the Chairman of the Scientific Council in agreement with the Secretary General, for the same period as the present Chairman of this Council. His mandate may be renewed or ended by the Committee meeting in General Assembly.
- b. must be a doctor of medicine, serving or having served with the regular or reserve officer corps of the Armed Forces Medical Services. If he is still on active service, he must obtain prior permission from his Commander in order to carry out his mandate.
- c. performs the same functions as assigned to the Chairman of the Scientific Council. He may represent him in his absence at any meetings.
- d. assumes, in the event of permanent incapacity or death of the Chairman of the Scientific Council, the functions of the Chairman of the Scientific Council until the next General Assembly meeting.

#### **5. Advisors to the Chairman of the Scientific Council**

- a. The Scientific Council consists of Advisory Members whose number and expertise may be adapted to suit ongoing activities. The Chairman of the Scientific Council, who determines their title and prerogatives, selects them.
- b. The terms of functioning for these Advisory Members are specified in a Regulation of Internal Order concerning the Scientific Council.
- c. Certain members of the Scientific Council may be Coordinators of International Courses, dealing with matters related to the scientific and technical content of these courses. This particular function is to be defined in the same Regulation of Internal Order.

### Technical Commissions

#### Article 20 (amendment October 2009)

1. The Committee meeting in General Assembly, on proposal of the Chairman of the Scientific Council, under his responsibility and with the approval of the Secretary General, may authorize the establishment of Technical Commissions to examine specific technical aspects of medicine.

The number of these Technical Commissions is determined by the Chairman of the Scientific Council according to requirements and budget allowances.

The work of these commissions will be coordinated by the Scientific Council.

2. Each Technical Commission consists of :

- a. a Chairman, appointed by the Committee meeting in General Assembly, on proposal of the Chairman of the Scientific Council, in agreement with the Secretary General.

The Chairman must be serving with the regular officer corps of the Armed Forces Medical Services of his State.

The term of his mandate is four years and may be renewed once.

- b. members selected by the Chairman of the Technical Commission, with the approval of the Chairman of the Scientific Council.
- c. The specific terms regarding practical functioning are defined in two Regulations of Internal Order concerning the Scientific Council and the Technical Commissions.

3. The Chairman of each Technical Commission maintains contact with:
  - a. the Secretary General regarding administrative and general organizational matters;
  - b. the Chairman of the Scientific Council regarding scientific and technical programs;
  - c. the responsible chief of the Editorial Committee of the *International Review of the Armed Forces Medical Services*, in order to encourage the publication of articles relating to this discipline;
  - d. the officials of the considered discipline in the Armed Forces Medical Services of the Member States. The Chairman is also responsible for the liaison with the international civil organizations dealing with the scientific discipline of this Technical Commission.
  
4. The Chairman of each Technical Commission:
  - a. has an advisory capacity at the meetings and assemblies of the ICMM;
  - b. is a member of the Scientific Council;
  - c. presents, before each meeting of the ICMM, a report of the activities and projects of his Commission to the Chairman of the Scientific Council.

Said report forms part of the report of the Chairman of the Scientific Council presented to the ICMM meeting in General Assembly, based on an agreement between the Chairman of the Scientific Council and the Chairman of each Technical Commission.

### Bureau of The Committee

#### Article 21

1. The Bureau of The Committee is composed of the Chairman of the ICMM, the two Vice-Chairmen of the ICMM, the Chairman of the Scientific Council, the Secretary General, and the Deputy Secretary General.
2. The Bureau of The Committee meets on call of the Chairman of the ICMM.
3. The functions of the Bureau of The Committee are :
  - a. to prepare the agendas for meetings of The Committee;

- b. to conduct the meetings of The Committee;
- c. to approve or disapprove petitions, from persons normally excluded, to attend all or part of a meeting of The Committee;
- d. to assure that decisions made by The Committee are in consonance with the Statutes.

### Ad hoc Working Groups for Planning and Programming International and Regional Working Groups

#### Article 22

1. The Secretary General may set up, under his own responsibility, an ad hoc working group whenever he considers it appropriate to ask further advice regarding important matters :
    - a. relating to the planning and programming of activities which fall within his responsibilities;
    - b. considered as urgent or having a very specific technical complexity in terms of decision-making by the Secretary General.
  2. An ad hoc working group is composed exclusively of members and/or former members of the ICMM with an established competence or experience in the matter to be addressed and belonging to a Member State that is current in its financial contribution.
  3. An ad hoc working group chooses its Chairman, work methods and venue. The term of an ad hoc working group is limited to completion of the specific task it was assigned by the Secretary General at the time it was established. In principle, such term shall not exceed one intersession. Its term may however be extended to the following intersession, with concurrence of the ICMM, if the task has not been completed.
  4. An ad hoc working group executes its mission under guidelines established by the Secretary General and submits its position and findings to the latter. Its Chairman may be called on to present its findings to The Committee.
  5. The Secretary General periodically presents to the Chairman of the ICMM a detailed report regarding the establishment, composition, activities and term of each ad hoc working group.
- He presents a report on the same matter to the ICMM meeting in General Assembly.

## 6. **International Working Group**

An International Working Group (IWG) is created to assist the Secretary General in order to improve ICMM's operation between each congress session.

The IWG acts as a liaison between the Secretary General and members states delegates. It studies and puts forward an opinion on any project or question submitted by the Secretary General or by one of the General Assembly members.

The IWG has an advisory role only, and the Member States are not politically involved by its proposals.

The number of members comprising the IWG is fixed by the General Assembly. An internal regulation defines the details of running and internal organisation of the IWG.

A reporter, appointed by the IWG members in IWG plenary session, regularly informs the Secretary General of the Working Group progresses and submits a report during each General Assembly.

## 7. **Regional Working Groups**

In order to adapt the ICMM orientations to the regional needs, Regional Working Groups (RWG) can be created under the General Secretary's responsibility, when requested by a certain number of Member States with geographical proximity, on a voluntary basis. A country can join more than one RWG.

Each country has the choice to join or not a Regional Group.

The Secretary General will introduce these groups during the first General Assembly following their creation.

The RWGs are to be scientific and technically oriented.

RWG operations and procedures are defined by a common internal regulation. Each RWG's Chairman can propose additions to his own Group's internal regulation, with approval by the Secretary General. Additions must be in conformity with the ICMM's statutes and regulations. Any article or any activity contrary with ICMM's statutes and regulations will be declared null and void.

The RWG can organize any regional scientific activity (congresses, courses or symposium), in collaboration with the ICMM Scientific Council. Bilateral and multilateral contacts are favoured when promoting improved relations with other Member States.

The RWG Chairmen will keep the Secretary General informed of their activities, and they are to submit a status report during each session of the General Assembly.

## Secretariat General of the ICMM

### Article 23

1. The Secretariat General of the ICMM consists of the Secretary General, the Deputy Secretary General and a permanent staff whose number is a function of its activities. For urgent needs of the Secretariat General, temporary assistance of specialized staff may be called in by the Secretary General.
2. The functions of the Secretariat General are :
  - a. to perform the administrative and management tasks under the responsibility of the Secretary General;
  - b. to centralize and circulate medico-military information;
  - c. to supervise and publish the *International Review of the Armed Forces Medical Services*;
  - d. to promote the organization of medical days, seminars, international study sessions and international advanced courses for young officers of the Armed Forces Medical Services;
  - e. to promote the organization or support of other courses of interest to military medicine and approved by the ICMM.

The Secretariat General is further responsible for maintaining the continuity of activities listed under article 2 and article 4 of these Statutes. For this purpose, through inquiries, working groups or commissions, the Secretariat General carries out any research requested by members of The Committee or by international organizations with which it collaborates at humanitarian, scientific and technical levels.

## PART VI : OPERATION OF THE COMMITTEE

### Meetings of The Committee - Authority to Convene

#### Article 24

The Committee meets on call of the Secretary General, after consultation with and approval of the Bureau of The Committee either as a General Assembly or in a Plenary or Extraordinary Session. The convening notices are issued at least three months before the date decided for these meetings.

### General Assembly

#### Article 25

1. The Committee regularly meets as a General Assembly on the occasion of each International Congress of Military Medicine.
2. The General Assembly addresses matters referred to it by the Bureau of The Committee.

With due recognition of the missions set forth in article 2, matters within the competence of the General Assembly include but are not limited to :

- a. admission or exclusion of a State as a Member State of the ICMM;
- b. confirmation of the withdrawal of a Member State;
- c. approval of ICMM Statutes, amendments and revisions thereto;
- d. approval of regulations issued by the Secretary General and revisions thereto;
- e. appointment and exclusion of the Secretary General, the Deputy Secretary General, the Chairman and permanent members of the Scientific Council, the Chairmen and permanent members of Technical Commissions, the honorary officials;
- f. composition of the Scientific Council and Technical Commissions;

- g. approval of ICMM budgets and accounts, based on the report of the auditors;
- h. appointment of auditors of ICMM accounts;
- i. determination of the amount of Member State financial contributions;
- j. assessment of the activities of the Secretariat General during the last intersession;
- k. voluntary dissolution of the ICMM.

### Plenary Session

#### Article 26

1. The Committee may meet in Plenary Session during years that a General Assembly is not held or on the occasion of scientific days of military medicine, seminars or symposiums organized by a Member State after approval by the ICMM or with its support.
2. A Plenary Session may be convened and held to consider :
  - a. matters relating to ICMM administration and finances;
  - b. the organization of the next International Congress of Military Medicine;
  - c. other matters regarding the organization and operation of the ICMM, as to which decisions cannot be delayed without prejudice until the next General Assembly.

### Extraordinary Session

#### Article 27

1. The Committee may meet in Extraordinary Session whenever the Bureau of The Committee judges it appropriate.

2. The convening notices sent to the National Delegates of Member States must include the agenda of all issues to be examined during the Extraordinary Session.

## Voting

### Article 28 (amendment December 2013)

The General Assembly of the International Committee of Military Medicine decides by a simple majority of votes, regardless of the number of Members present, except in matters, subject to specific provisions or regulations regarding the majority and the quorum required.

A simple majority of the Delegates present is required for admission of new members.

A two-thirds majority and a quorum of 50 % are required for exclusions and amendments of the Statutes.

In case of balance of votes, the Chairman of the ICMM has the casting vote.

## PART VII : FINANCIAL MANAGEMENT

### Funds and Budget

#### Article 29

1. To perform its missions, the ICMM has at its disposal staff, equipment, premises and funds.
2. The premises and appropriate subordinate staff, equipment and furniture are provided by the Belgian Government.
3. The funds come from :
  - a. financial contributions of Member States, in the form of yearly payments, the amount of which is determined by means of a scale approved by the ICMM meeting in General Assembly, Plenary Session or Extraordinary Session;
  - b. donations from public or private bodies and from private individuals;
  - c. receipts from the publication and sale of printed material by the Secretariat General of the ICMM.
4. The funds of the ICMM are managed by the Secretary General, who is accountable and responsible for such management to The Committee. The Secretary General regularly informs the ICMM Chairman of the evolution of the accounts.

On the occasion of each General Assembly, the Secretary General will :

- a. present to The Committee for approval a report on status of the accounts since the last General Assembly. The Committee will appoint three auditors from among the National Delegates to audit the accounts and present to The Committee a recommendation for approval or disapproval of the report of the Secretary General regarding the accounts of the past year. In event of disapproval, the Chairman of the ICMM will prescribe corrective action. When the latter is completed, the Secretary General will provide the results thereof to the National Delegates of Member States and present the revised accounts for approval to The Committee meeting in General Assembly, Plenary Session or Extraordinary Session;

- b. present to The Committee for approval a budget for receipts and expenditures scheduled for the period between the International Congress in session and the next Congress.
5. No expenditure not provided for in the approved budget may be effected by the Secretary General, except in cases of emergency within the normal activities of the ICMM. In those cases, the Secretary General will immediately report to the Chairman of the ICMM regarding said exceptional expenditures. He will also present an explanatory report of these expenditures at the next meeting of the ICMM and request approval thereof by a vote of the Members of The Committee.
6. An auditing commission comprises three auditors presented by Member States and appointed by the General Assembly for the period extending between two Congresses.

The auditors will be informed every six months, by the Secretary General, of the financial situation of the ICMM.

During the General Assembly, the auditors will report to The Committee. The Secretary General shall provide at any time all financial information requested by the Chairman.

## PART VIII : REVISION OF THE STATUTES

### Revision of the Statutes

#### Article 30

1. These Statutes may be wholly or partially revised by The Committee.
2. In ordinary circumstances, a proposal to revise the Statutes must be received by the Secretary General at least one year before the scheduled convening date of the next General Assembly, in the form of a petition signed by at least one fifth of the National Delegates of the ICMM. The proposal must cite the exact wording of the proposed revision, with appropriate justification. A properly submitted proposal shall be placed on the agenda of the next General Assembly and sent, at least six months before the scheduled convening date of that General Assembly, to all National Delegates and officials prospectively authorized to vote during that General Assembly.
3. Under circumstances which are critical to the proper functioning of the ICMM, a proposal to revise the Statutes may be placed on the agenda of a General Assembly, Plenary Session or Extraordinary Session by the Bureau of The Committee. The proposal will be furnished to National Delegates and officials of the ICMM in advance.
4. In evaluating a proposed revision of the Statutes, the Secretary General may seek, in writing, the recommendations of the Advisory Board.
5. In a statutory General Assembly or Extraordinary Assembly vote on a proposal to revise the Statutes :
  - a. there must be a quorum present of half of the ICMM officials entitled to vote, and
  - b. approval requires a two-thirds majority vote of those present who are entitled to vote.

## PART IX : VOLUNTARY DISSOLUTION

### Voluntary dissolution

#### Article 31

1. Voluntary dissolution of the ICMM may only be decided by The Committee.
2. In ordinary circumstances, a proposal to dissolve the ICMM must be received by the Secretary General at least one year before the scheduled convening date of the next General Assembly, in the form of a petition signed by at least one fifth of the National Delegates of the ICMM. A properly submitted proposal shall be placed on the agenda of the next General Assembly and sent, at least six months before the scheduled convening date of that General Assembly, to all National Delegates and officials prospectively authorized to vote during that General Assembly.
3. Under emergency circumstances, a proposal to dissolve the ICMM may be placed on the agenda of a General Assembly or Extraordinary Assembly by the Advisory Board. The proposal will be furnished in advance of the Session to National Delegates and officials of the ICMM.
4. In a General Assembly vote on a proposal to dissolve the ICMM :
  - a. there must be a quorum present of half of the ICMM National Delegates and officials entitled to vote, and
  - b. approval requires a two-thirds majority vote of those present who are entitled to vote.

## PART X : FINAL PROVISIONS

### Use of Languages

#### Official Languages

##### Article 32

1. The two official languages of the ICMM are French and English.
2. The Statutes, internal Regulations and their casual amendments to be submitted for approval to ICMM Members meeting at a session, are prepared in at least two languages, French and English, French being the authoritative version.
3. The use, on a temporary or permanent basis, of any other language than French and English shall be subject to a protocol decided and signed by the Secretary General, on behalf of the ICMM, and the Delegate of the State or group of States concerned.

The Secretary General shall inform the Members of The Committee, meeting in General Assembly or Plenary Session, as to the contents of such protocol.