



INTERNATIONAL COMMITTEE OF MILITARY MEDICINE

REGULATION OF INTERNAL ORDER

THE TECHNICAL COMMISSIONS

Reference: Statutes of the ICMM, Article 20.

Approval:

General Assembly of the ICMM in South Africa (September 2002) – 1st version

General Assembly of the ICMM in Nusa Dua Bali, Indonesia, May 2015 – 2nd version

The present Regulation is a supplement of the Articles of the Statutes of the ICMM with regards to the Technical Commissions.

1 Definition and position within the organisation.

The Technical Commission (TC) is an entity, created within the Scientific Council of the ICMM in order to address certain technical aspects of medicine and their repercussion on military medicine as defined in Article 3 of the Statutes. Technical Commissions represent professional groups and disciplines involved in health care in a military environment. They participate actively in sharing information on scientific progress within the international military medical community.

Whenever he deems it necessary, the Chairman of the Scientific Council of the ICMM proposes to the Secretary General of the ICMM the creation of a TC. The creation of a TC is validated by a vote at the General Assembly (GA) of the ICMM.

The Scientific Council coordinates the activities of the Technical Commissions. The Scientific Council receives the proposals of the TC and transmits them to the Secretary General with its technical advice.

2. Roles and Functions

The roles and functions of the TC are: active involvement in the collection, production and sharing of information on scientific progress related to the profession which they represent in the international military medical community.

The scientific contribution of a TC in its field of expertise includes the monitoring of the progress achieved by the international scientific community with a specific analysis of the impact of these developments on military medicine in its broadest sense. It also includes providing information on these advances in the various scientific activities of the ICMM, to assist, for example, in selecting authors and writing articles for the *International Review of the Armed Forces Medical Services (IRAFMS)*, recruiting speakers for the various scientific activities of the ICMM (congresses, conferences, workshops, symposia, round tables, etc ...) as well as active participation in courses organized by member countries under the aegis of the ICMM.

3: Creation and Composition

When creating a TC, the Secretary General and the Chairman of the Scientific Council of the ICMM consider renowned military scientists who may represent an added value for the proposed TC and who may take on the chairmanship of this TC. Contacts are established with National Delegates to prepare a selection of potential candidates for the chairmanship. The selection of the future Chairman of a Technical Commission is based on scientific criteria (scientific titles, publications, positions held nationally) and remains a prerogative of the Chairman and Vice-Chairman of the Scientific Council of the ICMM. At the General Assembly, the Chairman of the Scientific Council presents his choice of candidate and puts his name forward to the National Delegates for a vote. Once elected, the Chairman of a TC has a mandate for a period of FOUR years. This mandate can be renewed once

When a National Delegate presents a potential candidate for the chairmanship of a TC, he agrees to sign a mandate with the Secretary General of the ICMM which will include, among others, the following :

- the nominee's commitment to respect the Statutes of the ICMM
- the permission to participate in a LIMITED number of meetings of the Scientific Council
- the permission to participate in the congresses of the ICMM
- the permission to allocate the necessary time for the proper conduct of the work of the TC of the ICMM.
- the guarantee of financial support by the National Delegate for the activities mentioned, such as travel costs (transportation, accommodation, meals, ..)

The existence of a TC is not limited to the appointment of the Chairman. It can only be described as a "Commission" when various national experts come together. The National Delegates of the ICMM must identify potential national participants in a TC. When an expert is appointed by a National Delegate of the ICMM to participate in a TC, it is recommended that the expert receives the support of his superiors so that his contribution can be optimal.

For national experts nominated by their National Delegate, a mandate will be established and will include the following aspects:

- the permission to participate in a LIMITED number of meetings of the TC during major scientific activities of the ICMM.
- the permission to allocate the necessary time for the proper conduct of the work of the TC of the ICMM.
- the guarantee of financial support by the National Delegate for the activities mentioned, such as travel costs (transportation, accommodation, meals, ..)

Through their contacts, the Chairmen of the TC can also identify some national experts; they may request the Secretary General of the ICMM to ask National Delegates for the participation of these national experts.

Special attention should be given to diversity, in order to reflect an optimal representation of regions or continents.

4. Work and production

For obvious economic reasons, it is reasonable to organise meetings of the TC during international or regional scientific activities of the ICMM, in which national experts participate. Apart from these meetings, work can very easily be achieved through modern means of communication (teleconferencing, emails, ...).

When planning a scientific activity of the ICMM, organizers must involve the Chairmen of the specific TC, through the Scientific Council of the ICMM, to propose topics and / or issues to be discussed in the Commission and to organize the realization and the publication of the results of the TC in an optimal way.

Based on these contacts, the Chairman of the TC activates the networks that were created within the Commission to assist in the establishment of themes and topics to be addressed in the scientific activities. After coordination with the Chairman and Vice Chairman of the Scientific Council of the ICMM, the Chairman of a TC is mandated to coordinate and develop the contribution of its Commission to the scientific activity.

At least three months before the meeting of the General Assembly of the ICMM, the Chairman of each TC will send to the Chairman of the Scientific Council a report of the activities and projects of his Technical Commission. This report will be part of the report presented to the General Assembly of the ICMM.

Work and production of the TC are evaluated qualitatively and periodically by the Chairman and the Vice Chairman of the Scientific Council of the ICMM. The conclusions of these evaluations and the necessary recommendations (such as continuation or dissolution of the TC) will be presented at the General Assembly by the Chairman of the Scientific Council of the ICMM.

5. Links with the international or regional partner organizations

The relationship between the TC and international and regional partner organizations of the ICMM (WHO, ICRC, OIE, CISM, UNAIDS, ...) is essential to promote the exchange of knowledge and experience in the areas of expertise of the TC.

Commissioned by the Secretary General and the Chairman of the Scientific Council of the ICMM, the Chairmen of the TC must maintain contact with these organizations in order to guide the work of the TC. The Chairman of a TC should be able to contact a representative within the international organizations to ensure the necessary coordination.

6. Continuity of the activities

To ensure continuity of activities of a TC, a certain level of stability is required. This is why the Chairmen of the TC are appointed by the General Assembly for a period of 4 years.

Throughout this period, the continuity of the work of the TC must also be ensured by a stable participation of national experts and a proper identification of potential successors. A transfer of responsibility of the chairmanship of a TC must also be prepared to avoid that, in the case of an election of a new Chairman, the previous work and the "know how" should be lost abruptly.

7. Sharing information

The way a TC operates should be better known throughout the ICMM. The Chairmen of the TC must ensure that their work has optimum visibility at all scientific activities of the ICMM, such as at the courses, workshops, roundtables, in publications, and on the website of the Committee.

Technological developments in communication technology allow work to be shared more widely and the optimal use of communication technologies should be promoted, such as the use of blogs, forums, FAQ on a page of a website, a management system for documents, "cloud-computing" ...

8. "Ad hoc" working groups

Next to the Technical Commissions, the Secretary General may create "ad hoc" Working Groups of national experts around well-defined projects, for example, a group of experts in war surgery and disaster management, a group of experts in planning for peace support, ...

These groups receive a clear mandate, limited in time, with fixed objectives for the project, such as the publication of international recommendations in reports, "updates", articles, seminars, and workshops,... available on the website of the ICMM or in other media.

These mandates shall be fixed by the Secretary General and the Chairman of the Scientific Council and presented to the General Assembly.

At least three months before the meeting of the General Assembly of the ICMM, the Chairman of each "ad hoc" Working Group will send to the Chairman of the Scientific Council a report of the activities and projects of his "ad hoc" Working Group. This report will be part of the report presented to the General Assembly of the ICMM.