

FIP STATUTES

Preamble to guide interpretation

Throughout the statutes, the plural form shall be used to make the statutes gender neutral.

The original English statutes version translated into the legal Dutch document shall be relied upon in the case of any dispute between interpretations.

NAME and HEAD OFFICE

Article 1 - Foundation of FIP

On 5 September 1910, at the Tenth International Congress of Pharmacy, it was decided to group together national pharmaceutical associations, federations and societies into one international association to be called the "Fédération Internationale Pharmaceutique / International Pharmaceutical Federation" (hereinafter referred to as FIP).

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MISSION

Article 2

2.1 FIP has as its mission "to support global health by enabling the advancement of pharmaceutical practice, sciences and education".

2.2. To achieve its mission, FIP may engage in those activities listed in the Strategic Plans adopted by the Council.

2.3. To achieve its mission, FIP is assisted by the FIP Foundation for Education and Research.

2.4. FIP shall be guided by the following core values, all being equally important:

- **caring:** a focus on the individual, the family and the community;
- **commitment:** to the development of the pharmaceutical sciences, the pharmaceutical professions and to the continued reform and improvement of pharmaceutical education;
- **collaboration:** with all the healthcare parties involved so as to effect positive change;
- **excellence:** promoting and supporting best practices;
- **integrity** and transparency: in every action that is carried out towards FIP members, partners, and other stakeholders;
- **responsibility:** toward both society and FIP members;
- **spirit of inquiry:** welcoming and showing respect for different points of view.

Andries Bickerweg 5
2517 JP The Hague
The Netherlands

T +31 (0)70 302 19 70
F +31 (0)70 302 19 99
fip@fip.org

www.fip.org

RULES

Article 3

- 3.1. FIP shall make such Rules as are deemed necessary to achieve its goals and governance, setting forth procedures to carry out its activities.
- 3.2. These rules shall have regard to FIP structures, FIP officers and FIP staff.
- 3.3. No rule can be introduced that could prevent or cancel subsequent revision or cancelation of other rules as indicated in articles 3.1 and 3.2.

MEMBERS

Article 4 - Categories of members

- 4.1. FIP comprises of the following categories of members:
 - 4.1.1. Member Organisations;
 - 4.1.2. Allied Organisations;
Sub-category: Academic Institutional Members (AIMs)
 - 4.1.3. Observer Organisations;
 - 4.1.4. Individual Members;
 - 4.1.5. Honorary Members
- 4.2. Any reference to members in these Statutes shall be deemed to include all categories of members.

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Article 5 - Member Organisations

- 5.1. On the proposal of the Bureau, the Council may grant Member Organisation status to legally constituted organisations that represent pharmacists and/or pharmaceutical scientists at the national or subnational level.
 - 5.1.1. Predominantly Scientific Member Organisations (hereinafter referred to as PSMOs) are Member Organisations predominantly promoting pharmaceutical sciences.
- 5.2. The Council may accept that pharmacists or pharmaceutical scientists be represented by more than one organisation in a given country, and that any of these organisations be admitted as a Member Organisation of FIP.

Article 6 – Allied and Observer Organisations

6.1. On the proposal of the Bureau, the Council may grant Allied Organisation status to those organisations which themselves are made up of organisations representing the pharmacy profession across different parts of the globe. Their membership may well have recognised heritage, history, and language and may span a historical set of nations. They actively support FIP's work to benefit their respective members and for FIP to support them and their members.

6.2. The category Allied Organisations has been expanded to include **Academic Institutions [AIMs] at FIP**. These are academic institutions, such as universities or colleges, not made up of members, but staff that run programmes related to pharmacy or pharmaceutical sciences. They contribute to the development of the pharmacy profession through education, research, and training as AIMs under the wider category of AOs.

6.3 The Council may accept more than one Allied Organisation from any given country.

6.4 On the proposal of the Bureau, the Council may grant Observer Organisation status to those organisations that provide essential services to the profession in terms of standards and regulation and can be called upon to advise FIP. These regulatory organisations do not have advocacy or representative functions and cannot be full members of FIP due to this. Therefore, they can work closely with FIP and advise where appropriate, but in an observer capacity.

6.5. The Council may accept more than one Observer Organisation from any given country.

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Article 7 - Individual Members

7.1. Individual Members are persons who wish to contribute to and support the development of FIP.

Article 8 - Honorary Members

8.1. On the proposal of the Bureau, the Council may award the title of Honorary President to former Presidents of FIP who have given exceptional service to FIP.

8.2. The Bureau may award the title of Honorary Member to persons who have rendered significant service to FIP.

Article 9 - Admission of members

9.1. An organisation seeking admission as a Member, Allied or an Observer Organisation shall submit an application in writing to the Chief Executive Officer (hereinafter referred to as the CEO).

9.2. The Bureau shall consider such an application and make a recommendation to the Council, after considering whether the application meets the criteria for the specific category of membership and whether admission of the applicant organisation offers a clear benefit to FIP and its Member Organisations.

9.3. Where an applicant organisation is from a country which is already represented by one or several Member Organisations, this/these Member Organisations shall be consulted prior to the application being considered by the Council, but having due regard to the principle outlined in Article 5.2.

9.4. After any such consultation, the President may invite an applicant organisation to attend the Council meeting at which its application is to be considered, as an Observer.

9.5. An applicant seeking admission for one of the other categories of membership shall submit an application in writing to the CEO.

9.6. Only applications that meet the criteria for membership shall be accepted, but the Bureau shall have the right to refuse admission to membership on such grounds as it may consider appropriate.

Article 10 - Loss of membership and/or membership benefits

10.1. Member Organisations may resign from FIP at the end of a calendar year, provided they notify the CEO of their intention in writing at least one year in advance.

10.2. The notice period mentioned in Article 10.1 may be shortened at the discretion of the Bureau.

10.3. On the proposal of the Bureau, the Council may cancel the membership of any Member Organisation, Allied Organisation or Observer Organisation.

10.4. On the proposal of the Bureau, the Council may deny benefits, to a Member Organisation apart from voting rights which remain the right of every valid member organisation.

10.5. The Bureau may consider extenuating circumstances when deciding whether or not to take any of the actions listed in Articles 10.3 and 10.4.

10.6. Other categories of members who fail to pay membership dues by a specified date, and following a proper demand for such payment, or who prove unworthy of membership, may have their membership cancelled by the FIP Head office as per the relevant rules of procedure as laid down by the Bureau on cancellation of members.

STRUCTURES OF FIP

Article 11

11.1. The structures of FIP are:

- 11.1.1. Council;
- 11.1.2. Bureau;
- 11.1.3. Executive Committee;
- 11.1.4. Board of Pharmaceutical Sciences;
- 11.1.5. Board of Pharmaceutical Practice;
- 11.1.6. FIP Education (FIPeD);
- 11.1.7. Sections;
- 11.1.8. Special Interest Groups (SIGs); and
- 11.1.9. FIP Head office.

11.2. The Council, on the recommendation of the Bureau may create structures in order to advance the aims of FIP.

11.3. The Bureau shall approve Rules, where necessary, on the recommendations of the relevant Board or FIPeD for the governance of all structures in accordance with those mentioned in article 3.

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THE COUNCIL

Article 12 - Composition

12.1. The Council shall comprise of the following:

- 12.1.1. the members of the Bureau;
- 12.1.2. one (1) representative of each of the Member Organisations;
- 12.1.3. one (1) representative of each of the Sections;

12.2. The Council may be attended by Observers, which are the following:

- 12.2.1. Honorary Presidents
- 12.2.2. One (1) representative of each of the Allied organisations
- 12.2.3. One (1) representative of the Academic Institutional Membership (e.g. AIM Chair*)
- 12.2.4. One (1) representative of each of the Observer Organisations.

**Academic Institutional Membership also do not have voting rights, being a sub-category of Allied Organisations. The AIM Chair can represent the Academic Institutional Membership during Council discussions.*

Article 13 - Voting rights and weighted voting

13.1. Voting rights in the Council shall be enjoyed with the following weighting:

1.	The members of the Bureau	1 vote per member
2.	<p>The delegates of the Member Organisations, according to the following criteria:</p> <ul style="list-style-type: none"> Member Organisations serving 249 pharmacists or pharmaceutical scientists or less Member Organisations serving 250 to 499 pharmacists or pharmaceutical scientists Member Organisations serving 500 to 999 pharmacists or pharmaceutical scientists Member Organisations serving 1,000 to 1,999 pharmacists or pharmaceutical scientists Member Organisations serving 2,000 to 2,999 pharmacists or pharmaceutical scientists Member Organisations serving 3,000 to 4,999 pharmacists or pharmaceutical scientists Member Organisations serving 5,000 to 9,999 pharmacists or pharmaceutical scientists Member Organisations serving 10,000 to 19,999 pharmacists or pharmaceutical scientists Member Organisations serving 20,000 to 29,999 pharmacists or pharmaceutical scientists Member Organisations serving 30,000 to 39,999 pharmacists or pharmaceutical scientists Member Organisations serving 40,000 to 49,999 pharmacists or pharmaceutical scientists Member Organisations serving more than 50,000 pharmacists or pharmaceutical scientists 	<p>1 vote</p> <p>2 votes</p> <p>3 votes</p> <p>4 votes</p> <p>5 votes</p> <p>6 votes</p> <p>7 votes</p> <p>8 votes</p> <p>9 votes</p> <p>10 votes</p> <p>11 votes</p> <p>12 votes</p>
3.	The representative of the Board of Pharmaceutical Sciences, usually the Chair or their designate	5 votes
4.	The representative of the Board of Pharmaceutical Practice, usually the Chair or their designate	5 votes

5.	The representative of FIP <i>Ed</i> , usually the Chair or their designate	5 votes
6.	The representatives of each of the Sections	5 votes per Section

13.2. Honorary Presidents and the representatives of Allied Organisations and Observer Organisations are Observers of the Council and shall have the right to attend Council meetings and to participate in debates, but shall have no voting rights.

13.3. No members of the Council may delegate their vote(s) to another member.

13.4. All Member Organisations, the Boards and the Sections shall appoint their respective delegates to the Council prior to the Council meetings, and shall notify the FIP Head office of the identity of such delegates.

Article 14 - Functions of the Council

14.1. The Council shall take all decisions relating to the professional, scientific and educational policies of FIP, which the Bureau shall thereafter implement, and in particular it shall be entrusted with:

14.1.1. The election of the FIP President;

14.1.2. The election of five (5) FIP Vice Presidents from the Council, proposed by the Bureau after nomination by Member Organisations;

14.1.3. The ratification of the election of the FIP Scientific Secretary and the FIP Professional Secretary by the Board of Pharmaceutical Sciences and, the Board of Pharmaceutical Practice, respectively;

14.1.4. The ratification of the election of the Chairs of the Board of Pharmaceutical Sciences and the Board of Pharmaceutical Practice, by their respective board;

14.1.5. The ratification of the appointment of the FIP*Ed* Chair by the Bureau;

14.1.6. The ratification of the election of one FIP Vice President on the recommendation of the Board of Pharmaceutical Sciences;

14.1.7. The ratification of the election of one FIP Vice President on the recommendation of the Board of Pharmaceutical Practice;

14.1.8. On the proposal of the Bureau, the confirmation of the removal of an FIP officer in the event of violation of the Code of Conduct, in accordance with the relevant Rules of Procedure as stipulated in Article 16.10.12;

14.1.9. Consideration of reports from the Bureau;

- 14.1.10. Consideration of reports from all Boards and the Sections, submitted via the Bureau;
- 14.1.11. Consideration of proposals of general interest from any structure of FIP, submitted through the Bureau;
- 14.1.12. Discussion and adoption of the financial report;
- 14.1.13. Determination of the scale of membership dues for Member Organisations;
- 14.1.14. On the recommendation of the Bureau, consideration of applications for the admission of a Member Organisation, Allied Organisation or an Observer Organisation;
- 14.1.15. The election of Honorary Presidents on the proposal of the Bureau;
- 14.1.16. On the recommendation of the Bureau, proposals for the cancellation of the membership of a Member Organisation, Allied Organisation or an Observer Organisation;
- 14.1.17. On the recommendation of the Bureau, consideration of proposals for the establishment or disestablishment of any structure in FIP;
- 14.1.18. The establishment of Committees to study particular problems;
- 14.1.19. Any amendment to the Statutes of FIP in accordance with Article 15.2; and
- 14.1.20. Consideration of a proposal by the Bureau for the dissolution of FIP.

Article 15

- 15.1. Decisions of the Council shall be taken by means of a simple majority vote, weighted as described in Article 13, unless otherwise specified in these Statutes;
- 15.2. Any proposal to amend the Statutes of FIP shall require a vote in favour by at least two-thirds of the votes in Council;
- 15.3. The CEO shall despatch the agenda for the Council, accompanied by the reports pertaining to it, to the members of the Council at least six weeks prior to the meeting;
- 15.4. Any proposal intended for the Council agenda shall reach the CEO, accompanied by a brief explanatory note, at least three months prior to the date of the meeting;
- 15.5. The President may include items arriving after the prescribed deadline on the Council agenda if they deem the items urgent;
- 15.6. Members of the Council may enter a plea of urgency for a proposal not included in the agenda;

15.7. The Council shall decide on whether or not discussion of an urgent item included on the agenda is appropriate;

15.8. Members of the Council shall receive a report containing the text of all decisions taken;

15.9. The Council shall meet at least once a year, or when the President, or if in the case of an emergency the Bureau or the majority of the Council members deem it necessary.

BUREAU

Article 16

Composition

16.1. The Bureau is comprised of the following members:

16.1.1. the President;

16.1.2. the Immediate Past President or the President-elect, as provided for in Article 16.7;

16.1.3. the FIP Scientific Secretary;

16.1.4. the FIP Professional Secretary;

16.1.5. the Chair of each of the Boards;

16.1.6. the FIP*Ed* Chair;

16.1.7. Five FIP Vice Presidents on the recommendation of the Bureau;

16.1.8. One FIP Vice President on the recommendation of the Board of Pharmaceutical Sciences;

16.1.9. One FIP Vice President on the recommendation of the Board of Pharmaceutical Practice.

16.2 Nominations for the President and Vice-Presidents on the recommendation of the Bureau can be put forward by FIP member organisations. The Bureau assesses the validity of all nominations received for President and Vice Presidents on the recommendation of the Bureau according to rules of procedure for elections.

16.3. As far as possible, the FIP Vice Presidents should be chosen in such a manner as to ensure that all parts of the world are represented.

Duration of terms of office

16.4. The President, the Chairs of the Boards, the FIP*Ed* Chair and the FIP Vice Presidents, are elected for terms of office of four years.

16.5. The FIP Scientific Secretary and the FIP Professional Secretary may be re-elected once for an additional term of office of four years at their Board's request.

16.6. The FIP President, the Chairs of the two Boards, the Chair of FIP*Ed*, and the seven FIP Vice Presidents shall not serve more than one consecutive term of office in the position to which they are elected.

Only in exceptional cases and uncertainties regarding the continuity of FIP due to global crises, for example: world wars, pandemics, can the Presidency be extended.

This extension will be decided by a vote of the Council and will be for a minimum of one year and no longer than four years.

16.7. The term of office of the FIP Immediate Past President shall be for three years from the election of their successor or until the election of the FIP President-elect, who shall then replace the Immediate Past President on the Bureau.

Functions

16.8. Fiduciary responsibility for FIP is vested in the Bureau.

16.9. The Bureau is responsible for implementing the strategic decisions of the Council.

16.10. The Bureau shall:

16.10.1. Implement the decisions of the Council;

16.10.2. Facilitate relations between the Council and those persons or bodies having been assigned a special task;

16.10.3. Appoint the CEO;

16.10.4. Propose to the Council candidates for the five FIP Vice Presidents positions;

16.10.5. Determine the venues of FIP Congresses;

16.10.6. Recommend to Council the scale of annual membership dues for Member Organisations;

16.10.7. Determine the scale of annual membership dues for all other members;

16.10.8. Forward to the Council the reports of the various structures of FIP as well as any proposals it receives when it deems them of general interest, including rules of procedure for FIP structures;

16.10.9. Receive reports on the cancellation of the membership of individual or supporting members by the FIP Head office, as provided for in Article 10.6;

16.10.10. Award of the title of Honorary Member to persons who have rendered significant service to FIP;

- 16.10.11. Give other awards and recognition as defined by relevant Rules of Procedure;
 - 16.10.12. Remove an FIP officer in the event of violation of the Code of Conduct, in accordance with the relevant Rules of Procedure and subject to ratification by the Council at the next meeting after such a decision is actioned;
 - 16.10.13. Ratify Section Statutes, as approved by the General Assembly of the Section and recommended by the respective Board;
 - 16.10.14. Ratify any statutes from the Boards or their rules of procedure or governance.
 - 16.10.15 Appoint a Vice President in the event of the President's absence or inability to act.
- Appoint a Board representative in the case of a Board Chair, the FIPeD Chair, the Secretaries as stated in Article 16.13 of these Statutes.

Representation

- 16.11. The Bureau is the legal representative of FIP.
- 16.12. Furthermore, FIP is represented by the President and an Executive Committee member acting jointly.
- 16.13. In the event that the **President** is absent or unable to act and there is no President-elect in the Bureau, the Bureau shall choose one Vice President to be temporarily charged with the performance of the duties of the President, until a replacement is confirmed by the Council as stated in article 14.

In the event that a **Board Chair, the FIPeD Chair / the Professional or Scientific Secretary** is absent or unable to act, the ExCo of the relevant structure shall choose a replacement to be temporarily charged with the performance of the duties of the absent officer, until a replacement is confirmed by the Council as stated in article 14.

In this article "the absence or inability to act of the President, the Board Chairs, the FIPeD Chair, the Secretaries" is understood to mean:

- I) illness; or*
- II) inaccessibility; or*
- III) resignation; or*
- IV) death.*

Meetings

16.14. The Bureau shall meet at least once a year or more frequently if the President or a majority of its members deem it necessary.

16.15. The Bureau shall take decisions by means of a simple majority vote, unless otherwise prescribed in these Statutes.

THE FIP EXECUTIVE COMMITTEE

Article 17

Composition

17.1. The FIP Executive Committee is comprised of:

17.1.1. the President, elected by the FIP Council

17.1.2. the FIP Scientific Secretary

17.1.3. the FIP Professional Secretary

17.1.4. the FIP*Ed* Chair

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Functions

17.2. The Executive Committee prepares the agenda for the Bureau and coordinates all the activities of FIP.

Meetings

17.3. The FIP Executive Committee shall meet as required by the President or by the majority of its members.

17.4. The President may invite any person whom it considers appropriate to the FIP Executive Committee meeting or a part thereof.

Article 18 – President

18.1. The President of FIP is Chair of the Council, Bureau and Executive Committee.

18.2. The President is a member of each of the Boards.

18.3. The President, as they deem necessary can be an *ex officio* member of the Executive Committee of each of the Sections and other structures as may be introduced.

18.4. The President is elected one year prior to taking office.

18.5. During this year, the President-elect is a member of the Bureau without voting rights.

BOARD OF PHARMACEUTICAL SCIENCES

Article 19

Composition

19.1. The Board of Pharmaceutical Sciences (hereinafter referred to as the BPS) comprises of:

19.1.1. the Chair of the Board;

19.1.2. the FIP Scientific Secretary;

19.1.3. the FIP Professional Secretary;

19.1.4. the FIPEd Chair

19.1.5. the FIP Vice President-elected by the BPS;

19.1.6. the Chair of each Special Interest Group (hereinafter referred to as SIG);

19.1.7. the representatives of each Predominantly Scientific Member Organisation, as follows:

19.1.7.1. Those representing 1,000 or less members, one (1) representative;

19.1.7.2. Those representing between 1,001 and 2,500 members, two (2) representatives;

19.1.7.3. Those representing more than 2,500 members, three (3) representatives;

19.1.8. No more than fifteen (15) Expert Members, nominated by agreement between the Chair of BPS and the FIP Scientific Secretary to represent current and emerging sectors of pharmaceutical sciences; each appointed or re-appointed for a specified period of time.

FIP Scientific Secretary and Chair of the Board

19.2 The FIP Scientific Secretary and Chair of the Board are elected one year prior to taking office. During this year, these elect positions are (virtual) observers of the Bureau, BPS, BPP and FIPEd without voting rights.

19.3. The Board shall elect the FIP Scientific Secretary and Chair for a term of office of four (4) years. The FIP Scientific Secretary may be re-elected for a second term of four (4) years.

Executive Committee of the Board

19.4. The Executive Committee of the Board shall consist of:

19.4.1. The Chair of the Board;

19.4.2. The FIP Scientific Secretary;

19.4.3. The FIP Professional Secretary;

19.4.4. The FIPed Chair;

19.4.5. Two (2) members elected by the Board from amongst its members.

19.5. The term of office for the two (2) elected members shall be four years, with the possibility of re-election for an additional term of four years.

19.6. Officers in elect positions in the BPS ExCo may attend meetings as observers and shall not have voting rights.

Role of the Board

19.7. The task of the Board is to handle all scientific aspects of the activities of FIP.

19.8. The Board maintains contacts with relevant interested parties and may assist in the co-ordination of scientific activities of the Sections and SIGs.

19.9. The Board may organise specialised meetings in the field of pharmaceutical sciences.

Special Interest Groups

19.11. The Board may form Special Interest Groups (SIGs) to represent a specific area of interest.

19.12. Membership of SIGs shall be open only to individual members of FIP.

19.13. SIGs may, with the approval of the Bureau, charge a fee for membership.

BOARD OF PHARMACEUTICAL PRACTICE

Article 20

Composition

20.1. The Board of Pharmaceutical Practice (hereinafter referred to as the BPP) comprises of:

20.1.1. The Chair of the Board;

20.1.2. The FIP Professional Secretary;

20.1.3. The FIP Scientific Secretary;

20.1.4. The FIPed Chair;

20.1.5. The FIP Vice President elected by the BPP;

20.1.6. The President and Secretary of each Section;

20.1.7. No more than ten (10) expert members nominated by agreement between the Chair of BPP and the FIP Professional Secretary to represent different sectors of the pharmaceutical profession, each appointed or re-appointed for a specified period of time.

20.2. Where a Section has more than 500 members it shall be allowed to have an additional representative on the Board.

FIP Professional Secretary and Chair of the Board

20.3 The FIP Professional Secretary and Chair of the Board are elected one year prior to taking office. During this year, these elect positions are (virtual) observers of the Bureau, BPS, BPP and FIPeD without voting rights.

20.4. The Board shall elect the FIP Professional Secretary and Chair for a term of office of four (4) years. The FIP Professional Secretary may be re-elected for a second four (4) year term

Executive Committee of the Board

20.5. The Executive Committee of the Board shall consist of:

20.5.1. the Chair of the Board;

20.5.2. the FIP Professional Secretary;

20.5.3. the FIP Scientific Secretary;

20.5.4. the FIPeD Chair;

20.5.5. two (2) members elected by the Board from amongst its members.

20.6. The term of office for the two (2) elected members shall be four years, with the possibility of re-election for an additional term of four years.

20.7 Officers in elect positions in the BPP ExCo may attend meetings as observers and shall not have voting rights.

Role of the Board

20.8. The task of the Board is to handle all professional aspects of the activities of FIP.

20.9. The Board maintains contact with the relevant interested parties and may assist in the co-ordination of professional activities of the Sections.

20.10. The Board co-ordinates the professional activities of FIP in the latter's relations with other professional organisations.

20.11. The Board may, where necessary, create working groups.

20.12. The Board may, with the approval of the Council, establish or disestablish Sections.

THE SECTIONS

Article 21

Establishment

21.1. The Board of Pharmaceutical Practice may, with the approval of the Council, establish Sections representing Groups.

21.2. Individual members may choose to be members of one or more Sections.

Rules of the Sections

21.3. Each Section shall draw up Rules under which it shall operate. These Rules shall be approved by the Bureau, on the recommendation of the Board of Pharmaceutical Practice.

21.4. Sections may, with the approval of the Bureau, charge a fee for membership.

Activities

21.5. The Sections may organise conferences, in collaboration with other FIP structures

21.6. Each Section shall hold a Section General Assembly during the FIP Congress each year.

Recommendations and Resolutions

21.7. Recommendations and resolutions of Sections may acquire FIP official status only when approved by the Council.

The FIP Education (FIPeD)

Article 22

22.1. The task of FIPeD is to lead and coordinate Educational aspects of FIP.

22.2. The FIPeD Chair is appointed by the Bureau and ratified by the Council.

22.3. The FIPeD Chair is appointed one year prior to taking office.

22.4. During this year, the FIPeD Chair-elect is a (virtual) observer of the Bureau, BPS, BPP and FIPeD without voting rights.

22.5. The governance and operations of FIPeD will be in accord with a Rule of Procedure approved by the Bureau.

FIP HEAD OFFICE

Article 23 – FIP Head office

23.1. The FIP Head office, consisting of all FIP staff members, is coordinated by the Chief Executive Officer (CEO).

23.2. The CEO handles, under the supervision of and according to dictates of the President and Executive Committee, FIP's operations. In particular, the CEO is responsible, in agreement with the President, for all staff matters, the management of financial affairs, for keeping records, for summoning members to meetings and for implementing the decisions of the structures of FIP.

The CEO must keep current the list of the members of FIP, of members of the Council and the Sections. The CEO is in regular contact with the President.

23.3. The CEO is a participant of the Council without voting rights. The CEO is an ex officio member of all other structures of FIP apart from the Council, but without voting rights.

FINANCES

Article 24

24.1. The financial year of FIP shall be the calendar year.

24.2. The financial resources of FIP comprise of:

24.2.1. Membership fees;

24.2.2. Donations, voluntary contributions or bequests from individuals, societies, commercial entities or other institutions;

24.2.3. The proceeds of any activities of FIP.

24.3. The membership dues are payable before the end of the first quarter of each year.

24.4. If the payment of dues has not been made by the deadline stipulated, the CEO shall take all possible steps to recover the outstanding monies.

24.5. Although part of the overall resources of FIP, the membership fees for Sections and/or Special Interest Groups shall be collected centrally but shall be remitted, without any deduction, to the Section or Special Interest Group concerned.

24.6. At the annual meeting of the Council, the Bureau shall present the annual report and the audited annual accounts and reports on the affairs and conduct of business of FIP in the past financial year.

24.7. The annual accounts shall be audited by a firm of accountants to be appointed by the Bureau, in accordance with the laws of the Netherlands.

24.8. The accountants shall examine the annual accounts, report thereon to the Bureau, and submit an opinion with regard thereto.

24.9. This report shall also be presented to the Council.

Net worth

24.10. The net worth of FIP shall consist of all of the assets of FIP less foreseen liabilities. The net worth shall include the assets and liabilities of the Boards, FIPed, Sections and Special Interest Groups.

GENERAL PROVISIONS

Article 25 - Limitation of FIP activities

The FIP shall not interfere in matters which properly are the responsibility of national associations.

Article 26 - FIP Officers

26.1. An FIP officer is defined as any volunteer holding an official position within any FIP structure referred to directly or indirectly in these Statutes or by virtue of an *ad-hoc* appointment by the Bureau, the Council or the Boards.

26.2. FIP officers must be individual members of FIP.

26.3. FIP officers may be removed by the Bureau if they do not comply with the Code of Conduct of FIP, as approved by the Bureau.

Article 27 - Modification of statutes

Any amendment to these Statutes shall come into effect at the closure of the Council meeting at which the amendment has been adopted as in article 15.2 the statutes should be laid down in a notarial deed, which can be signed by two members of the FIP Executive Committee.

Article 28 - Dissolution of FIP

28.1. A proposal to dissolve FIP shall be initiated by the Bureau, and submitted to the Council for consideration.

28.2. The procedure for consideration of a proposal for dissolution shall be as follows:

28.2.1 The proposal shall first require a two-thirds vote in favour in the Bureau;

28.2.2 The proposal from the Bureau shall require at least two-thirds vote in favour in the Council, before it is actioned;



28.2.3. The announcement of a meeting of the Council for this purpose shall be sent to Member Organisations by registered mail, and to other members through appropriate means;

28.2.4. In order to consider a proposal for dissolution, the Council shall require a quorum of at least half of the Member Organisations;

28.2.5. If the Council is unable to meet the quorum requirement, the question shall then be submitted in writing to all those with voting rights in the Council.

28.3. General Provisions

28.3.1. The dissolution of FIP shall be effected by the Executive Committee, through the appointment of an Executor.

28.3.2. After dissolution, the books and records of FIP shall remain in the custody of the Executor appointed for that purpose by the Executive Committee for a period of ten years.

28.4. Assets of FIP in the event of dissolution

28.4.1. In the event of dissolution of FIP, the appointed Executor shall transfer any remaining assets to an international Non-profit Organisation with aims similar to those of FIP.

Article 29

29.1. In all events not foreseen by the Statutes or any other governing rules, or where these are considered unclear, the Bureau will decide or, if it so wishes, may defer the decision to the Council.

29.2. All such decisions must be in accordance with the laws of the Netherlands.

On behalf of the "Fédération Internationale Pharmaceutique", "International Pharmaceutical Federation".

Adopted by the FIP Council on 31 August 2024.

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