

FIRST BYLAWS

STATUTA OF THE INTERNATIONALIS SOCIETAS DAKRYOLOGIAE

Art. 1. OBJECTIVES. The INTERNATIONALIS SOCIETAS DAKRYOLOGIAE (ISD, International Society of Dakryology) is a Society whose only purpose is to promote knowledge concerning lacrimal themes and issues, mainly those resulting in clinical benefit. The ISD is an independent, non-political and non profit-making organization.

Art. 2. ACTIVITIES. The activities of the ISD must always be aimed and directed towards the dakryological objectives of art.1, such as:

- To organize an Universal Dakryological Congress approximately once every 3 years.

- To organize or sponsor meetings, courses, conferences or other events.

- To establish or sponsor research, prizes, grants, funds or other forms of similar aid.

- To publish news, documents, papers, magazines or books.

- To make contact and strategies with other societies, entities or persons.

- Any other ones, judged worthwhile by the General Council or the Directive Committee.

Art. 3. MEMBERS: The Members of the Society are Ordinary and Honorary.

ORDINARY MEMBER (Ordinarium Membrum) is any Member with right to attend the General Assemblies, and participate with his or her opinion and activities in the objectives of the ISD.

To become an ORDINARY MEMBER it is necessary to apply for it, to present a curriculum vitae, to agree and accomplish the statutes of the ISD, and to be accepted by the General Assembly.

Rights of the Ordinary Members are to participate in the activities of the ISD according with these Statutes. Obligations are to accomplish the objectives and other norms expressed in the Statutes. To attend the triannual Congress is not mandatory.

All Ordinary Members (included those of the Directive Committee) may pay a triannual quota, determined by the General Assembly. The triannual quota, should be paid in full (i.e. dues for 3 years) during the triannual Congress. Otherwise it can be paid thru a bank prior or after a Congress provided it is within the same solar year.

A default in payment is considered if on 1st. January of the following year after the Congress a Member still has not settled his or her quota.

Any Ordinary Member is likewise Founding Member (Fundatore Membrum) if he or she is in the ISD at the moment of the first Congress after the approval of this Statutes.

HONORARY MEMBER (Honorarium Membrum) is a honorific member who

acquire this status: a) because a General Assembly decides it, in which case he or she doesn't have the rights of the Ordinary Member, and only those specifically approved by the General Assembly and accepted by the Honorary Member; or b) because after being the President of the ISD, acquires automatically this status, without loss of the rights and obligations of an Ordinary Member as well.

The status of Ordinary or Honorary Member may be lost:

- 1) By voluntary resignation: It must be expressed by a personal letter to the President, and is effected at the moment of reception of the letter.
- 2) By death: It may be announced by the legal representatives of the dead member, or by other members with a reasonable confirmation.
- 3) By sanction: Any activity against the aims of ISD engaged in by a member is reportable to the President thru a denouncement, who will in turn communicate it to the Directive Committee. The Directive Committee will decide on the merit of the case. It will also transmit the denouncement to the concerned Member, secure an explanation for his or her actions, and if the Directive Committee finds it unsatisfactory, it will transmit the matter to the General Assembly, who can either absolve, reprimand or outrightly expel the Member.
- 4) By non-payment of the triannual quota for more than a congressional period (definition of "congressional period" may be seen in art. 4): The delinquent will be given at least two letters of warning, the last of them certifying and expressing the intention of the ISD of dropping the member if he or she does not pay. Loss by this reason is automatic, and begins in the General Assembly in which non-payment is documented.

Art. 4. ORGANS OF GOVERN: GENERAL ASSEMBLY (GENERALE CONCILIUM)

The organs of govern of the ISD are the Assembly and the Directive Committee.

The GENERAL ASSEMBLY is formed by all the Ordinary Members

There are ordinary and extraordinary General Assemblies.

The ORDINARY GENERAL ASSEMBLY must take place at the venue and on the last day of the triannual Congress, immediately after the closure of the Congress, and so it must be announced in the published program of the Congress.

Tasks of the Ordinary General Assembly are:

- To accept or deny the application for new Ordinary Members
- To elect the offices of President, Vice-President and Secretary of the ISD for the next congressional period. A congressional period is the time elapsed between the closure of two successive congressional Ordinary General Councils.
- To delegate in the incoming Secretary the organization of the next triannual Congress.
- To establish the amount of the triannual quota.
- To decide the organization or sponsorship of meetings, events or

publications.

To advise the Directive Committee.

To propose a correspondence with other Societies or Organizations, including with interchange of a common Counselor in their respective Directive Committees.

To change the statutes of the ISD.

To decide the dissolution of the ISD, or its fusion with other Societies.

To judge and decide the nature of penalties to be imposed on any member, as expressed in the article 3.

To consider any theme of interest for the ISD

The Ordinary General Assembly is in first and unique calling and will take place with any quorum.

The Ordinary General Assembly must be announced during the Congress with the following items:

1. Opening by the President, citing the activities of the ISD since the last congressional Ordinary General Council.
2. Financial report, by the Treasurer.
3. Suggested themes to be considered.
4. Election of offices of President, Vice-President (if is not automatically the incumbent Secretary) and Secretary of the ISD for the next congressional period, the Secretary being the organizer of the following Congress.
5. Matters pertaining to the next Congress.
6. Quota for the next triannual congressional period.
7. Questions and answers.

All decisions must be made by a majority vote of the Ordinary Members who are present. Mail votes and delegate votes are not allowed. The members of the Directive Committee shall vote likewise being Ordinary Members too. In case of a tie, the vote of the President will decide.

Issues arising from Questions and Answers may not be voted upon. If they are important, they must be included for votation in an Extraordinary General Assembly or in the next Ordinary General Assembly.

The EXTRAORDINARY GENERAL ASSEMBLY shall take place when solicited by the President, the majority of the Directive Committee or the majority of the Ordinary Members. It will be convened by the President or the Secretary. In the solicitation of an Extraordinary General Assembly by the petitioner and in the announcement to all the Ordinary Members the defined reason for holding an Assembly must be specified. This announcement must be done at least a month in advance.

Art. 5. ORGANS OF GOVERN: DIRECTIVE COMMITTEE (DIRECTORA COMMISSIO)

The Directive Committee is composed of the President, the Vice-President, the Secretary, the Treasurer and the Counselors.

These offices, once accepted, may be lost by the loss of the status as Ordinary Member, by resignation due to justified reason (health, etc.) or by decision of an Ordinary or an Extraordinary General Assembly.

The offices, except for the Treasurer and the Counselors, can last only a congressional period.

The general tasks of the Directive Committee are:

- To direct and maintain the function of the ISD, other than times when an General Assembly is in progress.

- To attend and participate in the General Assemblies and Congresses with their specific functions.

- To accomplish the decisions approved by the General Assembly.

- To elect the Treasurer or to dismiss him or her.

- To elect as Co-respondent Counselor an Ordinary Member to represent the ISD in the Directive Committee of other correspondent Societies, or to dismiss the already existent; and/or to accept or reject as Counselor in the Directive Committee the Correspondent Counselor proposed by the correspondent Societies

The decisions of the Directive Committee are taken by majority. In case of a tie the vote of the President will decide. Votes made by mail and votes by proxy are not admissible.

The PRESIDENT (Praesidens) is elected by the Ordinary General Assembly for a congressional period, from among the Ordinary Members who exhibit a proven scientific and administrative capacity.

The specific tasks of the President are:

- To represent the ISD in his capacity as the highest officer, in the internal and external affairs.

- To preside the meetings of the Directive Committee and the General Assemblies.

- To delegate to the Vice-President when he or she can not perform his or her specific functions

- To give instructions to the Secretary to convene General Assemblies, Juntas of the Directive Committee, Meetings or any other actuations. The President may cover these functions, if he decides it.

- To approve financial matters thru the Treasurer

- To advocate respect for the Statutes by all Members

- To impulse the activities and forward the aims of the ISD

The VICE-PRESIDENT (Vice-Praesidens). The Secretary and organizer of the last Congress will be automatically the Vice-President for the next congressional period, unless he or she has been elected for President. In the latter case, the Vice-President will be elected by the congressional General Council.

The specific tasks of the Vice-President are:

- To represent the President at the request of the latter, or to substitute him or her in case of absence. When the Vice-President represents the President, the former must follow the norms decided by the latter, but when he or she substitutes the President or acts as a member of the Directive Committee, he or she shall be doing so independently.

- To substitute and perform the functions of President, Secretary or Treasurer until the next Ordinary General Assembly, if any of them leaves vacates his or her office for any reason.

In case he or she substitutes the Secretary, he or she may delegates or no the organization of the next triannual Congress in another member

The SECRETARY (Secretis Notarius) will automatically be the Member designated by the Ordinary General Assembly to organize the next Congress. Thus, the office of Secretary and Organizer of the next Congress shall be one the same.

The specific tasks of the Secretary are:

- To organize the following Congress according to his criteria, with the only limitations imposed by the General Assembly or the Directive Committee.
- To serve the administrative activity of the ISD, maintaining contact with the Directive Committee and any or all the Member when necessary: announcement of General Assemblies, Juntas of the Directive Committee, meetings, general correspondence, etc. in the measure the President donot reclaim for him or she these activities.
- To be present in the General Assemblies and in the Juntas of the Directive Committee.
- To up date the Books and the Documentation of the ISD: 1. Book of Members, that contains the name of each Member, date of entrance, address, professional data, achievements and participation with the ISD. 2. Book of Acts, that contains the information of the General Assemblies and of the Juntas of the Directive Committee, including the activities (Congresses, courses, etc.) of the ISD. 3. Statutes of the ISD. 4. File of Correspondence. 5. File of Publications, if any. These books, statutes and files may be complemented with any other documentation. They must be brought to the Ordinary General Assemblies and transmitted in order to his or her successor in the office, in presence of both the incumbent and the incoming President.
- To accomplish the orders of the President in relation with the themes expressed in these Statutes.

If the Secretary resign his or her office, the functions of this post will be covered by the Vice-President.

★ The TREASURER (Thessaurarius) is elected by the other members of the Directive Committee. His reelection by successive Directive Committees for an indefinite number of terms is possible.

The specific tasks of the Treasurer are:

- To be present in the General Assemblies and in the Juntas of the Directive Committee
- To maintain in good order the accounts of the Society, registering incomes and expenses in the Book of Accounts
- To keep the Book of Accounts, and bring it to the Ordinary General Assembly, and to transmit it in order to his or her sucesor, in presence of both the incumbent and incoming Presidents
- To sign all bank matters, alone if they are under 1000 US\$ or 750 ECUs, or with the President, the Vice-President or the Secretary, if over this quantity.

To respond of the funds of the ISD
To ask the members who have not paid spontaneously the triannual quota.
To receive the fees or any other value that enter the ISD, and to acknowledge receipt of it
To make disbursements ordered by the President
To report to the Ordinary General Assembly the accountancy of the ISD.

If the office of Treasurer becomes vacant, its functions must be covered by the Vice-President.

The COUNSELORS (Consiliatores). There are two types of Counselors: Post-presidential and Correspondent. Post-presidential Counselor (Post-Presidentialis Consiliator) is automatically any President of the ISD, from the moment he or she has fulfilled his or her congressional period. The duration as Counselors shall last as long as the duration as Ordinary Member.

Correspondent Counselor (Co-respondens Consiliator) is an Ordinary Member who at the same time is member of a Correspondent Society, and who has been elected by both Societies to represent the one in the other and viceversa, forming part, as Counselor, in both Directive Committees. This double representation of one person in the respective Directive Committees, is done in order to maintain a constant and close relation between the two Societies. In the Directive Committee of the ISD only one Correspondent Counselor is allowed for each correspondent Society. He or she must be accepted by the Directive Committee of both Societies, and his or her tenure ceases when one of both Societies substitutes him or she.

The specific task of the Counselors is to participate in all the decisions of the Directive Committee. The post-Presidential Advisors have the right to vote in the Directive Committee. The Correspondent Counselors have the right to vote if it has been decided so by the Directive Committee and it is reciprocated in the correspondent Society.

Art. 6. LANGUAGE. Internal and external communications must be done in English. Only when simultaneous translation is provided to all the members, is any other language allowed.

Art. 7. VENUE. The legal venue of the ISD is at the moment the Department of Ophthalmology of the University of Alcalá de Henares (Madrid, E), which Authorities accept to refer to the President of the ISD any correspondence or contact received for the ISD. The administrative venue is the Secretary's residence.

Art. 8. PATRIMONY. The patrimony of the ISD is the currency, the movable properties and the real estates it has, as result of the fees of the members, by donations or of any other origin.

Art. 9. DISSOLUTION. The dissolution of the ISD must be done in an Extraordinary General Assembly, convened only for this purpose. In case of dissolution, the properties of the ISD, if any, must

be given to the Foederatio Ophthalmologorum Societatum Universalis (International Federation of Ophthalmological Societies), or, if the latter has ceased to exist or decline to accept it, to any other social entity determined by the General Assembly.

Art.10. REGISTER. The ISD has been approved by the Ministerio Español del Interior, with the number Its will is spread to all Countries. In case of change of the legal venue to other Country, this Statutes will be mandatorily approved by the Administrative Authorities of this Country

Where the present Statutes do not provide resolution, the norms of the Civil Code will be valid and applicable.

PRIMEROS ESTATUTOS

ESTATUTOS DE LA SOCIETAS DACRYOLOGICA UNIVERSALIS

Art. 1º. OBJETIVOS. La SOCIETAS DACRYOLOGICA UNIVERSALIS (Internationalis Societas Dakryologiae, International Society of Dakriology, ISD) tiene como único propósito el promover el conocimiento de los temas lacrimales, principalmente aquellos que aportan un beneficio clínico. La ISD es una organización independiente, apolítica y no lucrativa.

Art. 2º. ACTIVIDADES. Las actividades de la ISD deben estar siempre orientadas y dirigidas hacia los objetivos dacriológicos mencionados en el artículo 1º, tales como:

Organizar un Congreso Universal de Dacriología una vez cada 3 años aproximadamente.

Organizar o patrocinar encuentros, cursos, conferencias u otros actos.

Establecer o patrocinar investigaciones, premios, becas, fondos u otras formas similares de ayuda.

Publicar noticias, documentos, artículos, revistas o libros.

Establecer contactos y estrategias con otras sociedades, entidades o personas.

Desarrollar cualesquiera otras actividades consideradas como válidas por la Asamblea General o el Comité Directivo.

Art. 3º. MIEMBROS. Los miembros de la Sociedad son Ordinarios y/u Honorarios.

MIEMBRO ORDINARIO (Ordinarium Membrum) es todo Miembro con derecho a asistir a la Asamblea General, a participar con su opinión, voto y actividades en los objetivos de la ISD.

Para hacerse Miembro Ordinario es necesario solicitarlo, presentar un currículum vitae, aceptar y cumplir los estatutos de la ISD y ser aceptado por la Asamblea General.

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Para miembro del 6º x 1000

y si lo cree pertinente, transmitirá la denuncia al Miembro, exigirá una explicación de sus actividades, y si no la encuentra satisfactoria lo remitirá a la Asamblea General, que podrá absolver, amonestar o expulsar a dicho Miembro.

4. por falta de pago: de la cuota trianual a lo largo de un periodo congresual (ver definición de periodo congresual en el artículo 4º): se enviarán al Miembro dos avisos escritos -el último de ellos certificado- en los que la ISD le comunicará su intención de darle de baja si no efectúa el abono de la cuota. La baja será automática y comenzará desde el momento en que la Asamblea General haya documentado la falta de pago.

Art. 4º. ORGANOS DE GOBIERNO: ASAMBLEA GENERAL (GENERALE CONCILIUM).

Los órganos de gobierno de la ISD son la Asamblea General y el Comité Directivo.

La ASAMBLEA GENERAL está formada por todos los Miembros Ordinarios. Hay Asambleas Generales ordinarias y extraordinarias.

La ASAMBLEA GENERAL ORDINARIA tiene lugar el último día del Congreso trianual, inmediatamente después de la clausura del Congreso, y en el mismo lugar, y así será anunciado en el programa del Congreso.

Las tareas de la Asamblea General Ordinaria son:

Aceptar o denegar la inscripción de nuevos Miembros Ordinarios.

Elegir al Presidente, Vicepresidente y Secretario de la ISD para el siguiente periodo congresual. Se considera periodo congresual el intervalo de tiempo existente entre la clausura de dos Asambleas Generales Ordinarias.

Delegar en el nuevo Secretario la organización del Congreso trianual.

Establecer el importe de la cuota trianual.

Decidir la organización o el patrocinio de los congresos, actos o publicaciones.

Aconsejar al Comité Directivo.

Proponer una corresponsalía con otras Sociedades u Organizaciones, incluyendo la elección de un miembro corresponsal común como Consejero en sus respectivos Comités Directivos.

-Lauri

Jose Manuel C. C. C.

Cambiar los estatutos de la ISD.

Decidir la fusión con otras Sociedades o la disolución de la ISD.

Juzgar y decidir la naturaleza de las sanciones a imponer a cualquier Miembro, tal como se expresa en el artículo 3º.

Considerar cualquier tema de interés para la ISD.

La Asamblea General Ordinaria se desarrollará en primera y única convocatoria, y cualquiera que sea el quorum.

La Asamblea General Ordinaria debe anunciarse durante el Congreso con los puntos siguientes:

1. Apertura por el Presidente, citando las actividades realizadas por la ISD desde la última Asamblea General Ordinaria.
2. Informe del estado financiero por el Tesorero.
3. Temas sugeridos a tratar.
4. Elección del Presidente, Vice-Presidente (si no lo es automáticamente el Secretario saliente) y Secretario de la ISD para el próximo periodo congresual.
5. Temas del próximo Congreso.
6. Cuota para el periodo trianual siguiente.
7. Ruegos y preguntas.

Todas las decisiones se tomarán por mayoría de votos de los Miembros Ordinarios que se encuentren presentes. No se admitirán votos por correo ni por poder. Los miembros del Comité Directivo votarán asimismo como Miembros Ordinarios. En caso de empate, el Presidente ejercerá voto de calidad.

Los problemas derivados de Ruegos y Preguntas no pueden ser votados en el acto; si son importantes, serán objeto de votación en una Asamblea General Extraordinaria o en la siguiente Asamblea General Ordinaria.

La ASAMBLEA GENERAL EXTRAORDINARIA tendrá lugar cuando lo solicite el Presidente, la mayoría del Comité Directivo o la mayoría de los Miembros Ordinarios. Será convocada por el Presidente o el Secretario. En la solicitud de una Asamblea General Extraordinaria por el peticionario o en el anuncio a todos los Miembros Ordinarios se especificará la razón por la cual se convoca dicha Asamblea. Este anuncio debe ser hecho al menos

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con un mes de antelación.

Los acuerdos de la Asamblea General Extraordinaria se adoptarán por mayoría de las dos terceras partes de los votos válidos emitidos.

Artº 5º. ORGANOS DE GOBIERNO: COMITE DIRECTIVO (DIRECTORA COMMISSIO)

El Comité Directivo se compone del Presidente, el Vice-Presidente, el Secretario, el Tesorero y los Consejeros.

Estos cargos, una vez aceptados, pueden dejar de ostentarse por pérdida del status de Miembro Ordinario, por renuncia debida a razones justificadas (salud, etc. ...), o por decisión de una Asamblea General Ordinaria o Extraordinaria.

Los cargos, con excepción de los de Tesorero y Consejeros (Correspondientes y Post-presidenciales) no pueden durar más de un período congresual.

Son tareas generales del Comité Directivo:

Dirigir y mantener la función de la ISD, excepto cuando se está desarrollando una Asamblea General.

Asistir y participar en las Asambleas y Congresos con sus funciones específicas.

Hacer cumplir las decisiones aprobadas por la Asamblea General.

Elegir al Tesorero.

Elegir a un Miembro Ordinario (como Consejero Correspondiente) para representar a la ISD en el Comité Directivo de otra Sociedad Corresponsal o aceptar o rechazar como Consejero del Comité Directivo al Consejero Corresponsal propuesto por la Sociedad Corresponsal.

Cesar al Tesorero o a los Consejeros Corresponsales.

Las decisiones del Comité Directivo se toman por mayoría. En caso de empate, el Presidente ejercerá voto de calidad. No se admiten votos por correo o por poder.

El PRESIDENTE (Praesidens) es elegido por la Asamblea General Ordinaria para un período congresual de entre los Miembros Ordinarios que demuestren capacidad científica y administrativa.

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Juan Humberto C. S. S.

Son tareas específicas del Presidente:

Representar a la ISD como máxima autoridad de la misma, tanto en los asuntos internos como en los externos.

Presidir las reuniones del Comité Directivo y las Asambleas Generales

Delegar en el Vice-Presidente cuando no pueda asumir personalmente sus funciones.

Dar instrucciones al Secretario para convocar las Asambleas Generales las Juntas del Comité Directivo, las Reuniones o cualquier otro acto. El Presidente puede cubrir estas funciones si así lo desea.

Aprobar los asuntos financieros a través del Tesorero.

Vigilar el cumplimiento de los Estatutos por todos los Miembros.

Impulsar las actividades y los fines de la ISD.

El VICE-PRESIDENTE (Vice-Praesidens). El Secretario y organizador del último Congreso será automáticamente el Vice-Presidente para el próximo periodo congresual, ammenos que haya sido elegido Presidente. En este caso, el Vice-Presidente será elegido por la Asamblea General.

Las tareas específicas del Vice-Presidente son:

Representar al Presidente cuando este se lo pida, o sustituirle en caso de ausencia. Cuando el Vice-Presidente represente al Presidente, deberá seguir las normas decididas por este último, pero cuando lo sustituya o actúe como miembro del Comité Directivo, actuará con criterios propios.

Substituir y realizar las funciones de Presidente, Secretario o Tesorero hasta la Asamblea General Ordinaria próxima si cualquiera de ellos deja su cargo vacante por alguna razón. En caso de que substituya al Secretario, puede delegar o no la organización del próximo Congreso trianual en otro Miembro.

El SECRETARIO (Secretis Notarius) será el Miembro automáticamente designado por la Asamblea General Ordinaria para organizar el próximo Congreso. Así, los cargos de Secretario y Organizador del próximo Congreso caerán en la misma persona (salvo lo dispuesto en el párrafo anterior).

Paul

Francisco C. Dull