INTERNAL RULES

of the

International Society of Surgery / Société Internationale de Chirurgie ISS/SIC

Advancing the Science and Art of Surgery Worldwide

The Council of the International Society of Surgery (ISS) / Société Internationale de Chirurgie (SIC) (the "Society") has established the following Internal Rules supplementing the Constitution as proposed to the extraordinary General Assembly to be held in Boston on 24 October 2018.

1. Application for Membership

1.1 Membership by direct application: All persons and entities who identify themselves with the purpose and objectives of the Society and qualify in terms of Clause 3.4 of the Constitution of the Society, may apply for membership.

Membership of the Society shall be made up of:

1.1.1 Full membership: Medical doctors or non-medical scientists, academically trained and qualified as such and engage in any care of the surgical patient.

1.1.2 Associate Membership of ISS-SIC

1.1.2.1 Direct Membership by application: Full membership, but without voting rights, and may have reduced membership fees), join any person who wishes to be involved in all aspects of the Society, but without a Medical Degree (such as Medical Students, Nurses, Emergency Medical Care Providers, e.g. Emergency Personnel, and Allied Medical Disciplines).

1.1.3 The Administrative Office shall have an on-line application form for Individual Membership available, which can be downloaded and mailed electronically or by surface mail. This form will contain the guidelines for the membership application.

1.1.4 The Administrative Office will process the application.

1.1.5 The Secretary-General decides upon acceptance of any application and has the right to consult with the officers of an Integrated Society, regarding the application from candidates belonging to the same Integrated Society, and to consult the National Delegate from the applicant's country if deemed necessary.

1.1.6 In case of refusal of an application, the candidate has the right to appeal the decision.

1.2 Membership by virtue of membership of a partner organization (Associated Society)

1.2.3 Associated Societies who are associated with the Society by contract may submit details of their own members for membership of The Society

1.2.4 Such membership will be full membership as laid down in Section 3.4 of the Constitution and will carry all the privileges of Individual membership for as long as the individual remains a member of the Associated Society. Annual proof of membership of the Associated Society will be required.

1.2.5 The membership fee for the International Society of Surgery will be discounted by 50%, but the responsibility for payment lies with the member concerned. Such membership will be automatically terminated if Clause 1.2 is not fulfilled.

2. Membership Rights, Duties and Categories

2.1 Individual Members

2.1.3 Each Individual Member shall have the right to attend the events organized by the Society and to participate in the deliberations and to cast their vote in the General Assembly.

2.1.4 Each Individual Member shall receive the World Journal of Surgery and the Newsletters in electronic form and obtain access to the parts of the Society's webpage that may be restricted to the members. Print copies may attract additional charges.

2.1.5 All Individual Members shall adopt the purpose and the objectives of the Society and aspire to the high standards of the profession.

2.1.6 Subject to the other provisions of these Internal Rules, all Individual Members shall pay yearly the membership dues in advance, the quantum as determined by the General Assembly.

2.1.7 All fully paid-up Individual Members who have paid the ordinary annual dues, as well as all Honorary Members, are eligible to serve as officers of the Society.

2.2 **Senior Members.** Individual Members who have retired from active practice and who have been Individual Members of the Society for at least fifteen years, may request from the Council Senior Membership status which exempts them from paying annual dues. They are no longer eligible as officers.

2.3 **Fellows.** Fellowship of the Society will be by application, and may be awarded to Members of the Society who fulfil the following criteria:

2.3.3 Graduation from a medical school acceptable to the International Society of Surgery.

2.3.4 Full membership of the ISS/SIC for at least five (5) years.

2.3.5 Clinical practice of five (5) years after the completion of all surgical/anesthetic training. (Training appointments such as resident, registrar, fellow, etc., do not count as practice).

2.3.6 A current appointment as a specialist on the surgical/anesthetic staff of your primary hospital, and a current clinical practice that establishes the applicant as a specialist in that discipline, with non-reportable actions pending that could adversely affect staff privileges.

2.3.7 All applicants are expected to be clinicians who have primary independent responsibility for the treatment of patients, in these disciplines.

2.3.8 Certification by an appropriate national surgical/anesthetic board from the country where you are currently practicing, confirming your completion of specialist training.

2.3.9 A full and unrestricted license to practice in your country.

2.3.10 A Certificate of Standing from the Medical Board which registers you in your country (issued within three months of the date of receipt of the application). A once-off, non-returnable administration fee will be charged for processing the application.

2.3.11 Applications for Fellowship of the Society will be considered by the Council of the Society, and if awarded the Member will be notified, and may use the letters FISS after their name.

2.3.12 The Fellow will retain all membership privileges and will pay the same annual membership fees as all other members.

2.4 **Honorary Fellows.** Upon recommendation of the Nominating Committee, the Council may grant Honorary Fellowship {FISS(Hon)} to individuals of undoubted international reputation who have rendered distinguished service to the Society or to international surgery. Honorary Fellows shall enjoy all the privileges of Individual Membership but are exempted from having to pay annual dues.

2.5 **Membership of Integrated Societies:** At present, the following societies are bound as Integrated Societies to the International Surgical Society by an individual Contract, and membership of the Integrated Society includes membership of the International Society of Surgery. Membership fees for the Integrated Societies will be included within the annual dues of the Society itself.:

- the International Association for Trauma Surgery and Intensive Care (IATSIC)
- the International Association for Surgical Metabolism and Nutrition (IASMEN)
- the Breast Surgery International (BSI)
- the International Society for Digestive Surgery (ISDS)
- the International Association of Surgical Student Societies (IASSS)

Additional Integrated Societies may be added from time to time with approval of the Constitutional change by the General Assembly

3. Termination of Membership

3.1 **By Resignation.** Resignation must be submitted in writing to the Administrative Office. The annual dues for the year will not be repaid.

3.2 **By Cancellation of Membership.** Membership will be terminated by the Administrative Office for members who, after three reminders during the calendar year, are still in arrears with their annual dues.

3.3 **By Demise.** Individual Members who have passed away will be removed by the Administrative Office from the membership roster.

3.4 **By Expulsion.** Members who have violated the standards of the Society may, upon a motion presented by the Secretary General to the Council, be expelled.

4. Committees of the Council

4.1 The Nominating Committee

4.1.1 The Nominating Committee is chaired by the President of the Society, and consists of the President, the President-elect, the immediate Past-President, and the Secretary-General. The President may ask further officers to join the Committee, for a single two-year term.

4.1.2 The Nominating Committee prepares and presents qualified nominations of officers, including the Councillors-at-large, to the General Assembly. It also makes recommendations for new Honorary Members and for the Prize Winners of the Society.

4.2 The Program Committee

4.2.1 The Program Committee is chaired by the Secretary-General and consists of the members of the Council and the Chair of the Local Organizing Committee. They may invite additional representatives from directly involved societies.

4.2.2 The Program Committee is responsible for the planning and the organization of the Scientific Program of the World Congress of Surgery. It selects the papers to be presented, as well as the speakers.

5. Committees of the Council

5.1 Global Surgery Committee

5.1.1 The Global Surgery Committee is chaired by a Councillor-at-Large of the International Society, is made up of key National Delegates and is aimed at increasing involvement and commitment of National Delegates and Regional representatives.

5.1.2 The Global Surgery Committee interacts and collaborates with Integrated Societies in advocacy efforts for global surgery.

5.1.3 The Global Surgery Committee shall seek to develops strategies for the ISS-SIC to partner and/or interact with Colleges, Universities, Non-Government Organizations (NGO's), and other stakeholders.

5.1.4 The Global Surgery Committee provides coordination between the Council and the National Delegates

5.2 The Membership Committee

5.2.1 The Membership Committee is chaired by a Councillor-at-Large of the International Society and is made up of the membership secretaries of integrated societies, and other members as the chair may invite to join.

5.2.2 The Membership Committee develops strategies to increase, retain and diversify membership of the International Society

5.3 Social Media Committee

5.3.1 The Social Media Committee is chaired by a Councillor-at-Large of the International Society and is made up of invited members of the ISS-SIC.

5.3.2 The Social Media Committee develops strategies and provides coordination and collaboration between the Administrative Office of the ISS-SIC for content creation via social media channels.

5.3.3 The Social Media Committee provides oversight of the ISS-SIC website, in collaboration with the Administrative Office, and the Scientific Committee

5.4 The Scientific Committee

5.4.1 The Scientific Committee is chaired by a Councillor-at-Large of the International Society and is made up of invited members of the ISS-SIC.

5.4.2 The Scientific Committee organizes the ISS-SIC component of the Scientific Program of the International Surgical Week, particularly those components not organized or developed by the Integrated and Participating Societies

5.4.3 The Scientific Committee is responsible for the development of the Educational Content of the website which is not covered by the Integrated Societies

5.5 The Education Committee

5.5.1 The Education Committee guides and advises the Council on aspects of Education relating to the career of care of the Surgical Patient.

5.5.2 The Education Committee interacts and collaborates with other organizations, to develop and coordinate postgraduate surgical education.

5.5.3 The Education Committee acts as a facilitator for Surgical Education over the different phases of Medical and Surgical training of its members from Student level to fully trained (sub)Specialty level.

5.6 ***Ad-hoc* Committees**

5.6.1 May be established by the Council of the Society if required.

6. The World Journal of Surgery

6.1 The Editor-in-Chief is appointed by the Council for two terms (four years), which may be renewed with mutual consent.

6.2 The Editor-in-Chief is responsible for the content and editing of the World Journal of Surgery and its regular publication in accordance with the Agreement entered by the Society with the publisher.

6.3 The Editor-in-Chief nominates and directs the Editorial Board. Members of the Editorial Board should be Individual Members of the Society and approved by the Executive Committee. Each Integrated Society. shall be represented on the Editorial Board.

7. The Chapters

7.1 The Individual Members of the Society are invited and encouraged to join each other within their respective country or region, to form corresponding National or Regional Chapters, to spread the purpose and the objectives of the Society and to intensify and coordinate its presence worldwide.

7.1.1 The Chapters shall give themselves a democratic structure along the principles of the Society and may raise their own fees.

7.1.2 All such Chapters shall appoint by democratic process, a National Delegate to represent their views.

7.1.3 National or Regional Delegates shall serve a term of office of two years. Each delegate may serve up to four terms.

7.1.4 The Chapters have no own legal identity but are sub-organs of the Society.

7.1.5 Expenses of attendance at International Surgical Week by the Delegate will not be paid by the Society.

8. The Officers

8.1 **President of the Society**

The President of the Society presides over the meetings of the General Assembly, of the Council of the Society, and of the Nominating Committee. The President represents the Society in all matters which are not specifically attributed to other officers. At the end of his or her term of office, the President becomes Immediate Past-President and serves in this position during the next term.

8.2 **President Elect**

The President-elect performs the duties of the President in the absence or incapacity of the former and prepares for the term as President, over a period of two (2) years. In the absence of the President, The President Elect will deputize for the President in all duties and functions.

8.3 **The Secretary-General (S-G)**

The Secretary General (the S-G), in association with the Administrative Office, keeps the minutes of all meetings and proceedings of the Society and collects the minutes of the Boards, Committees and Chapters. The S-G is responsible for the proper functioning of the Administration and supervises the Administrative Office. In the absence or incapacity of the President and of the President-elect, the Secretary General performs the duties of the President. Two years before the end of his or her agreed term of office, a nomination of an eligible successor will be proposed by the Nominating Committee, and that individual will be appointed to the post of Deputy Surgeon-General subject to the approval of the Council.

8.4 **Secretary-General Elect**

The Secretary-General Elect will collaborate with the Secretary-General to manage all workings of the Society, and in association with the Administrative Director, manage all aspects of the smooth management of the Society. In the absence of the Secretary-General, the Secretary-General Elect will deputize for the Secretary-General. The Secretary-General Elect will assume the post of Secretary-General after a period of two years.

8.5 **The Treasurer**

The Treasurer is responsible for the proper keeping of the accounts of the Society and of its Chapters by the Administrative Office and has the accounts annually audited by the Statutory Auditors. The Treasurer presents the audited annual report on the financial condition of the Society as well as the budget for the next year to the Council and presents the audited consolidated report on the last term, to the biennial ordinary General Assembly.

8.6 Candidates for office may be proposed by the Nominating Committee or any group of ten Individual Members, so long as such candidates meet the eligibility criteria set forth in the Society's Constitution and these Internal Rules. Proposals by Individual Members must be addressed to the Secretary-General in writing at least three months in advance of the General Assembly and should include a brief explanatory statement of the specific qualities of the candidate and a declaration by the candidate of willingness to accept the office.

8.7 The new officers assume their duty from the day after the end of the General Assembly. In case of filling a vacancy, the designated officer takes office immediately.

8.8 As a rule, the Officers serve in an honorary position and shall not have the authority to bind the Society and shall not be compensated by the Society except as set forth in these Internal Rules. Their reasonable expenses are to be reimbursed by the Society. Exceptions from this rule apply to the Secretary General and Editor-in-Chief, who both are remunerated according to their respective contracts.

9. The Court of Honor

9.1 The Court of Honor may be called upon to advise the Executive Committee, in terms of the Constitution.

10. Impeachment of Officers

10.1 Should an elected President, or other Officer repeatedly neglect his or her duties and/or prove to be seriously harming the interests of the Society, the Council has the right and the duty to consider impeachment.

10.2 Before deciding on presenting a request of impeachment, the President or another member of the Executive Committee must have informed the Officer in question about such intention and giving him or her a chance to provide an explanation.

10.3 The Secretary-General will bring before the Council, a request for impeachment, drafted by the President of the ISS/SIC. If there is a conflict of interest, then the Immediate Past President will fulfil the role. The Council will assess the request, and confirmation will be made by affirmative vote of two thirds of the members of the Executive Committee of the Council, with the Officer in question being barred from voting.

10.4 Should the Council approve impeachment by the required two thirds majority, if confirmed, the Officer in question will cease to hold office, and cease to be a member of the Council, though may remain a member of the Society.

11. Removal from membership of the Society

11.1 Any member of the Society, irrespective of Category, should it be felt that by their actions they had brought the Society into disrepute, and on receipt of a complaint to the Secretary-General, may have their membership of the Society terminated by a decision of the Council, by a simple majority.

12. Amendments and Construction

12.1 Capitalized terms not defined herein shall have the meanings set forth in the Constitution of the Society.

12.2 These Internal Rules shall govern only to the extent they are not inconsistent or in conflict with the Constitution of the Society.

12.3 These Internal Rules may be amended at any time or from time to time by the affirmative vote of a majority of the members of Executive Committee of the Council, at a meeting at which a majority of its members is present.

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Confirmed and signed off by the President and the Secretary General of the ISS/SIC on behalf of the ISS/SIC Council

Mexico City; April 22, 2026

Ari Leppäniemi:

Ken Boffard: