

# European Hip Society

## Operational Byelaws and Terms of Reference

These Operational Byelaws are adopted pursuant to §15 of the Constitution of the European Hip Society and are intended to support the practical implementation of the Constitution.

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## 1. Membership Categories

### 1.1 Full Members

Full Membership shall be open to medical practitioners, surgeons, scientists, allied health professionals, and other individuals with a demonstrated professional interest in hip surgery, hip preservation, arthroplasty, trauma, research, education, or related fields.

Full Members shall:

- Have full voting rights;
- Be eligible to stand for elected office;
- Be eligible to serve on committees and working groups;
- Pay the annual subscription fee.

### 1.2 International Members

International Membership shall be open to individuals who reside outside Europe but who have an interest in the aims and activities of the Society.

International Members shall:

- Be entitled to attend meetings and participate in Society activities;
- Not have voting rights unless they also qualify as Full Members;
- Pay the annual subscription fee determined by the Executive Committee.

### 1.3 Young Members

Young Membership shall be open to trainees, fellows, residents, and early-career professionals, generally within ten years of qualification or specialist registration.

Young Members shall:

- Be entitled to participate in Society activities;

- Be encouraged to engage with the Early Career Committee;
- Not have voting rights unless they also qualify as Full Members;
- Pay the reduced annual subscription fee determined by the Executive Committee.

## 1.4 Emeritus Members

Emeritus Membership may be granted to retired Full Members who have made a significant contribution to the Society.

Emeritus Members shall:

- Retain the right to attend meetings and participate in Society activities;
- Not have voting rights unless specifically approved by the Executive Committee;
- Normally be exempt from payment of annual subscriptions.

## 1.5 Honorary Members

Honorary Membership may be granted by the Executive Committee to individuals who have made an exceptional contribution to hip surgery, research, education, or to the Society.

Honorary Members shall:

- Not be required to pay annual subscriptions;
- Be entitled to attend meetings and Society activities;
- Not have voting rights unless they are also Full Members.

## 1.6 Companion Members

Companion Membership may be granted to non-orthopaedic surgeons and other professionals with a relevant interest in the work of the Society.

Companion Members may be elected following advice from the Executive Committee and following presentation of a communication at a Society meeting, supported by two Full Members of the Society.

Companion Members shall:

- Pay the applicable annual subscription fee;
  - Not have voting rights;
  - Not be eligible to hold elected office;
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## 2. Membership Application and Approval Process

### 2.1 Application Procedure

Applications for membership shall be submitted in writing or electronically using the official Society application form.

Applications shall normally include:

- Full name and professional title;
- Country of residence;
- Contact details;
- Professional affiliation and current role;
- Brief curriculum vitae;
- Evidence of interest or involvement in hip surgery, research, education, or related activities.

### 2.2 Review and Approval

Membership applications shall be reviewed by the Secretary General and may be referred to the Executive Committee where appropriate.

The Executive Committee shall have the final authority to approve or reject any application.

The Executive Committee may delegate authority for routine membership approvals to the Secretary General or Membership Office.

### 2.3 Effective Date of Membership

Membership shall become effective only upon:

- Approval of the application; and
- Payment of the applicable annual subscription fee.

### 2.4 Renewal of Membership

Membership shall be renewed annually upon payment of the applicable subscription fee.

Any member whose subscription remains unpaid for more than six months may be suspended or removed from membership records.

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## 3. Officer Terms and Succession

### 3.1 President

The President shall serve a term of two years.

### 3.2 Vice-President (President-Elect)

The Vice-President (President-Elect) shall normally succeed automatically to the office of President at the conclusion of the President's term.

### 3.3 Vice-President Elect

The Vice-President Elect shall normally succeed automatically to the office of Vice-President (President-Elect) at the conclusion of that officer's term.

### 3.4 Secretary General and Treasurer

The Secretary General and Treasurer shall each serve a term of four years and may be reappointed once only.

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## 4. Executive Committee Terms of Reference

### 4.1 Purpose

The Executive Committee shall provide overall leadership, governance, financial oversight, and strategic direction for the Society.

### 4.2 Responsibilities

The Executive Committee shall:

- Develop and oversee the Society's strategic plan;
- Approve annual budgets and financial reports;
- Determine subscription rates and membership policies;
- Oversee committees, working groups, and national representatives;
- Approve major partnerships, projects, and sponsorship arrangements;
- Ensure compliance with the Constitution and applicable legal requirements;
- Approve the agenda for the Annual General Assembly.

## 4.3 Meetings

The Executive Committee shall meet at least three times per year, either in person or electronically.

A quorum shall consist of at least half of the voting members of the Executive Committee.

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# 5. National Representatives Forum Terms of Reference

## 5.1 Purpose

The National Representatives Forum shall support communication between the Society and its member countries.

## 5.2 Responsibilities

The Forum shall:

- Promote Society activities within member countries;
- Encourage membership growth and engagement;
- Provide advice to the Executive Committee on national issues and opportunities;
- Support congress promotion and local communication.

## 5.3 Composition

Each participating country may nominate one National Representative.

Representatives shall normally serve a four-year term and may be reappointed.

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# 6. Educational Committee Terms of Reference

## 6.1 Purpose

The Educational Committee shall support the educational mission of the Society.

## 6.2 Responsibilities

The Committee shall:

- Develop educational programmes and courses;
  - Support fellowships, scholarships, and visiting programmes;
  - Organise webinars, online education, and training initiatives;
  - Promote educational resources for members;
  - Liaise with external educational partners where appropriate.
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## 7. Scientific Committee Terms of Reference

### 7.1 Purpose

The Scientific Committee shall support the scientific mission of the Society.

### 7.2 Responsibilities

The Committee shall:

- Advise on congress scientific programmes;
  - Support research collaboration and multicentre studies;
  - Review scientific abstracts and awards;
  - Encourage innovation and academic excellence.
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## 8. Early Career Committee Terms of Reference

### 8.1 Purpose

The Early Career Committee shall represent and support trainees, fellows, and early-career members.

### 8.2 Responsibilities

The Committee shall:

- Promote mentorship and leadership development;
  - Support networking opportunities for younger members;
  - Advise on educational and professional development priorities;
  - Encourage participation in Society activities and governance;
  - Support outreach to trainees and young surgeons.
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## 9. Committee Membership and Terms

Committee members shall normally be appointed by the Executive Committee following an open expression of interest process.

The Executive Committee shall seek appropriate balance in relation to geography, gender, career stage, and professional background.

Committee members shall serve four-year terms and may be reappointed once only.

Committee Chairs and Vice-Chairs shall also serve four-year terms and may be reappointed once only.

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## 10. Conflicts of Interest

All Officers, Committee members, and individuals acting on behalf of the Society shall declare any actual, potential, or perceived conflict of interest.

Conflicts of interest shall be recorded and managed in accordance with procedures approved by the Executive Committee.

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## 11. Amendments to these Operational Byelaws

These Operational Byelaws may be amended by the Executive Committee.

Any amendments shall be reported to the next Annual General Assembly.