

MOLECULAR EPIDEMIOLOGY GROUP

RULES OF CONSTITUTION

1 TITLE

The title of the Group will be the 'MOLECULAR EPIDEMIOLOGY GROUP', the MEG for short. The Group is affiliated to the UNITED KINGDOM ENVIRONMENTAL MUTAGEN SOCIETY.

2 MISSION STATEMENT

The Group exists to promote a multi-disciplinary approach to population-based molecular studies of environmental causes of human disease.

3 OBJECTIVES OF THE GROUP

- i) Bringing together epidemiologists, laboratory scientists, clinicians and all others with an interest in molecular epidemiology to pursue a multi-disciplinary approach.
- ii) Providing a forum for multi-disciplinary meetings, workshops and other activities to discuss all aspects of molecular epidemiology.
- iii) Providing technical and continuing education courses as appropriate.
- iv) Promoting the application of quality control in molecular epidemiological studies.
- v) Encouraging younger research workers/students to participate in molecular epidemiology, eg through presentations at meetings.
- vi) Producing position papers on topics in molecular epidemiology, as appropriate.
- vii) Representing the UK on issues relating to molecular epidemiology, both nationally and internationally.

4 MEMBERSHIP

An official membership will comprise of those involved in the practice of molecular epidemiology who have been voted to become members. The membership will regularly receive details of future meetings, meeting notes and other items of interest.

5 ADMISSION OF MEMBERS

Application for Membership of the Molecular Epidemiology Group shall be made to the Secretary of the MEG. There shall be no membership qualifications other than members must be members of UKEMS and work for a relevant organisation, or be a consultant, and have an interest in some aspect of molecular epidemiology. A small membership fee will be charged at a rate to be set at the AGM.

6 THE COMMITTEE

The MEG will be managed by a Committee consisting of: a Chairperson, Secretary, Treasurer and three ordinary members. A quorum will comprise of 4 out of the 6 members. Committee members will be elected by postal ballot of the voting members for three years. Nominations for Committee membership require a proposer and a seconder, who should be members of UKEMS. Elected members will be eligible for re-election for one further term of three years. Officers will be elected by the Committee.

7 VOTING RIGHTS

Only UKEMS MEG members will be allowed to vote.

8 MEETINGS

The Group will normally hold two meetings a year, one for 2 days and the other a 1-day meeting. These meetings will comprise a mixture of scientific/medical presentations, discussions of regulatory procedures, workshops and continuing education courses. Meetings will be organised under the supervision of the Committee but may be delegated to others outside the Committee. Participants will be charged for attendance at meetings.

9 ANNUAL GENERAL MEETING

This will be held during the Group's main annual meeting and all Members will be welcome to attend, although only UKEMS MEG members will be allowed to vote. UKEMS MEG members who wish to add items to the Agenda must do so in writing 28 days prior to the meeting.

10 FINANCE

The Treasurer, on behalf of the Committee, will be responsible for maintaining the finances of the Group. The Treasurer will issue an annual statement of the finances at the AGM and to the Treasurer of the UKEMS. Accounts for each meeting will be submitted to the Committee and audited through the UKEMS.

The Group is a non-profit making organisation. Any surpluses obtained will be directed to all reasonable costs of running the Group, including the organisation of meetings and payment of honoraria, as appropriate.

11 CHANGES TO THE CONSTITUTION

The Rules of the Constitution may be changed by voting at the AGM. Any proposed changes must be notified in writing to the Membership at least 2 weeks prior to the AGM. Changes to be Constitution require a MEG proposer and seconder.