

UNION INTERNATIONALE DES LABORATOIRES INDÉPENDANTS
UNIÃO INTERNACIONAL DE LABORATÓRIOS INDEPENDENTES
UNIONE INTERNAZIONALE DEI LABORATORI INDIPENDENTI
INTERNATIONALE UNION DER UNABHÄNGIGEN LABORS

國際聯盟的獨立實驗室
FONDÉE EN 1960



INTERNATIONAL UNION OF INDEPENDENT LABORATORIES
UNIÓN INTERNACIONAL DE LABORATORIOS INDEPENDIENTES
МЕЖДУНАРОДНЫЙ СОЮЗ НЕЗАВИСИМЫХ ЛАБОРАТОРИЙ

دولت مستقلات علمي لودل دا داحت ال
國際獨立研究所連合
FOUNDED 1960

Constitution

Adopted on 15th June 1987 at the 12th General Assembly, Copenhagen, Denmark and amended on 24th September 1993 at the 14th General Assembly, Cambridge, United Kingdom; on 17th October 1997 at the 16th General Assembly, Madrid, Spain, at the 21st General Assembly on 7th September 2007, Brussels, Belgium and most recently amended at the 26th General Assembly on 17th September 2015, Buenos Aires, Argentina.

- 1 NAME**
The name of the Association is Union Internationale des Laboratoires Indépendants, hereinafter referred to as UILLI.
- 2 OBJECTIVES**
The objectives of UILLI are:
- 2.1 To represent the professional and commercial interests of the laboratory industry on an international basis.
 - 2.2 To provide a forum for the international exchange of views on matters of common interest including, for example, laboratory management, laboratory quality assurance, laboratory accreditation, product certification, national and international standards, and international barriers to trade.
 - 2.3 To promote the international status of laboratories and scientific consultants and emphasise their important role in international trade.
 - 2.4 To establish an international network of scientific contacts to act in the professional and commercial interests of its members.
 - 2.5 To strengthen the bond of friendship between members.
- 3 MEMBERSHIP**
- 3.1 UILLI shall consist of:
 - a) Members of associations of laboratories;
 - b) Independent laboratories and scientific consultants;
 - c) Laboratory suppliers.
 - 3.2 Members of UILLI shall comprise:
 - 3.2.1 Honorary members;
 - 3.2.2 Ordinary members;
 - 3.2.3 Associate members.
- 4 QUALIFICATION FOR MEMBERSHIP**
- 4.1 Those legitimate laboratories and consultants who already belong to a Member Association acceptable to UILLI shall be Ordinary members of UILLI. They should fulfil the requirements of their Member Association. There can be more than one Member Association from any one country.
 - 4.2 In addition, the Governing Board may accept as an Ordinary member an independent laboratory or independent consultant who either practices in a country where there is no Member Association or practices in a country where a Member Association exists but is active in a discipline which precludes acceptance in the Member Association concerned, and who must otherwise comply with the requirements of Ordinary membership and be technically and professionally acceptable to the Governing Board.
 - 4.3 Honorary members.
Honorary members shall be those individuals admitted by the Governing Board by means of a unanimously adopted resolution.
 - 4.4 Ordinary members.
The qualification for Ordinary membership shall be the minimum qualifications (Sections 4.5.1 - 4.5.6) required for admission as an Ordinary member of a Member Association.
 - 4.5 Ordinary members are those corporate bodies or individuals who:
 - 4.5.1 operate in the laboratory industry;
 - 4.5.2 have not been found guilty of any offence involving personal honour;
 - 4.5.3 have been in independent practice for a minimum period of at least two years;
 - 4.5.4 are graduates or otherwise deemed worthy of full recognition as scientists because of their activities in independent practice;
 - 4.5.5 can prove that the laboratories are set up in accordance with modern technical requirements for the proper practice of the profession;
 - 4.5.6 have no affiliation with anybody engaged in other activities, which in the opinion of their Member Association, is likely to compromise the member's professional impartiality, integrity or independence.
 - 4.6 Associate members are those corporate bodies who can not apply for ordinary membership and operate in the laboratory industry.
- 5 MANAGEMENT**
- 5.1 The management of UILLI shall be vested in:
 - 5.1.1. a General Assembly;
 - 5.1.2. a Governing Board.
 - 5.2 The General Assembly shall meet at least every two years, or at such intervals as shall be decided by the Governing Board. It shall:
 - 5.2.1. make recommendations to the Governing Board on the activities of UILLI;
 - 5.2.2. elect, upon the recommendation of the Governing Board, a President from amongst the members of the Governing Board who will serve until the next General Assembly and shall not normally hold office for more than two consecutive periods. Successive Presidents shall not be members of the same Member Association;
 - 5.2.3. elect, upon the recommendation of the Governing Board, two Vice-Presidents from amongst the members of the Governing Board who will serve until the next General Assembly and shall not normally hold office for more than two consecutive periods;
 - 5.2.4. elect, upon the recommendation of the Governing Board, a Treasurer from amongst the members of the Governing Board, who shall take care and charge of the finances of UILLI, and who will serve until the next General Assembly and shall not normally hold office for more than two consecutive periods;
 - 5.2.5. elect, upon the recommendation of the Governing Board, a Secretary-General who will serve until the next General Assembly and shall not normally hold office for more than three consecutive periods;
 - 5.2.6. decide, upon the recommendation of the Governing Board, on the amount of the membership dues until the next General Assembly.
 - 5.3 At a General Assembly every Ordinary member present shall have the right to vote (no proxy votes will be accepted). However, the decisions of the General Assembly can only be carried with a 75 per cent majority of those voting.
 - 5.4 Observers may by invitation attend and speak at a General Assembly but may not vote on its proceedings.
 - 5.5 Notice of a General Assembly must be given to the Member Associations, and to each ordinary member at least four months before the due date.
 - 5.5.1 Member Associations and ordinary members have the right to inform the Secretary-General of any matter which they wish to have placed on the Agenda of the General Assembly. Such requests must be submitted in writing at least two months before the General Assembly.
 - 5.6 The Governing Board shall consist of one delegate for each Member Association, and two ordinary members representing the other ordinary members. The representatives of the Member Associations on the Governing Board shall be designated by these Associations and the other ordinary members shall designate their representative from amongst themselves, but representatives may be designated for any particular Board meeting if the designated representative is not available.
 - 5.7 The Governing Board may at its discretion coopt other members who shall not have a vote.
 - 5.8 The Governing Board, from amongst its members shall nominate a President, two Vice-Presidents and a Treasurer, for election by the General Assembly.
 - 5.9 The immediate Past President shall be an ex-officio member of the Governing Board, without a vote, unless he/she continues as the delegate of his/her Member Association.
 - 5.10 The Governing Board shall nominate a Secretary-General for election by the General Assembly, who shall be a member of the Governing Board, without a vote unless he/she continues as the delegate of his/her Member Association or as the representative of the other ordinary members.
 - 5.11 The Governing Board shall be able to take valid decisions if 60% of its voting members or their alternates are present, and the decisions will only be adopted when two thirds of the voting members have voted in favour (no proxy votes will be accepted).
 - 5.12 In the event that the position of the Secretary-General falls vacant, the Governing Board may fill the vacancy subject to approval by the next General Assembly.
 - 5.13 Members of the Governing Board shall not be paid for carrying out their duties. Expenses incurred on behalf of UILLI and authorised in advance by the Governing Board shall be reimbursed.
 - 5.14 The Governing Board may employ staff, at such remuneration as it may decide, to carry out current business.
- 6 DUTIES OF THE MEMBERS OF THE GOVERNING BOARD**
- 6.1 The President, or in his absence, one of the Vice-Presidents shall represent UILLI and take the chair at all meetings.
 - 6.2 The Secretary-General shall:
 - 6.2.1 sign the Minutes of meetings together with the Chairman;
 - 6.2.2 hold all archives of UILLI;
 - 6.2.3 handle correspondence;
 - 6.2.4 draw up the Agenda and prepare the Minutes of each meeting.
- 6.3 The Treasurer shall:**
- 6.3.1 collect dues from the Members;
 - 6.3.2 pay outstanding accounts;
 - 6.3.3 present an Income and Expenditure Account at the General Assembly.
- 6.4 The Governing Board shall meet at least twice a year, and shall co-ordinate the operations of UILLI as decided by the General Assembly and shall perform such duties as are consistent with furthering the aims of UILLI.**
- 6.5 The Governing Board shall arrange for the proceedings of the General Assembly to be recorded and circulated to all members.**
- 6.6 The Governing Board may at its discretion constitute Groups of members for specific purposes and shall nominate the Chairman of each Group.**
- 6.7 An Executive Committee, reporting to the Governing Board, made up of the President, the Treasurer, the Secretary-General and two members of the Governing Board, will execute the normal business of UILLI.**
- 7 FINANCE**
- 7.1 The financial year shall be the calendar year.
 - 7.2 Dues from Member Associations are payable on 31st March, and based on the number of members belonging to each Member Association on 1st January. Dues from other ordinary and associate members are likewise payable on 31st March.
 - 7.3 The membership shall cease of a Member Association and/or ordinary member, and associate member whose dues are not paid by 31st December unless otherwise decided by the Governing Board.
 - 7.4 The money shall be banked in a country chosen by the Governing Board.
- 8 SPECIAL GENERAL ASSEMBLY**
- 8.1 At the request of two Member Associations or 25 voting members, a Special General Assembly shall be convened within three months.
 - 8.2 The attendance quorum of a Special General Assembly shall be 25 voting members. At a Special General Assembly every voting member present shall have the right to vote (no proxy votes will be accepted). However, the decisions of the Special General Assembly can only be carried with a 75% majority.
- 9 AMENDMENTS TO THE CONSTITUTION**
The Constitution of UILLI can be amended only at a General Assembly or Special General Assembly.
- 10 DISSOLUTION**
Should UILLI be dissolved, the General Assembly shall decide on the use to be made of the assets in accordance with legal requirements. Any outstanding debts which may have been incurred by UILLI shall be paid in equal proportions by all members except Honorary members.

Adopted in Buenos Aires, Argentina on 17th September 2015

Dr. M. Fernandez Alonso
President

Drs. L.H.A. Scholtis
Secretary-General

UILLI IS THE GLOBAL ASSOCIATION FOR LABORATORIES AND SCIENTIFIC CONSULTANTS AND WAS FORMED ON 2 SEPTEMBER 1960

UILLI SECRETARIAT ■ P.O. BOX 4602 ■ 4803 EP BREDA ■ THE NETHERLANDS
WWW.UILLI.ORG ■ INFO@UILLI.ORG ■ DEN DANSKE BANK ■ BIC: DABADK33 ■ IBAN DK2130004180668861