

**CHARTER
OF THE
INSTRUMENTATION SECTION
OF THE
HEALTH PHYSICS SOCIETY**

Established 27th day of March 2017

**ARTICLE I
Name**

The name of the Section shall be the Instrumentation Section (hereinafter designated as the Section) of the Health Physics Society (hereinafter designated as the Society).

**ARTICLE II
Jurisdiction**

The Section headquarters shall be located with the Secretary-Treasurer of the Section and the Section membership is not limited to a specific geographical area.

**ARTICLE III
Objectives**

The objectives and purposes of the Section shall coincide with the objectives and purposes of the Society as set out in the BYLAWS of the Society and the BYLAWS of the Section. The general objective of the Section shall be to promote the mutual interests of Society members in instrumentation for radiation detection, measurement and analysis in health physics and radiation protection applications.

**ARTICLE IV
Section-Society Relationship**

Section 1. The Section operates in affiliation with the Society. It is governed by the provisions of its CHARTER, BYLAWS, and RULES. The Section-Society relationship shall not be placed in jeopardy so long as (i) the Section complies with the provisions of its Charter as augmented by those parts of the bylaws of the Society which deal with the Section-Society relationship, and (ii) the Society fulfills its stated objective maintaining a balance as to the mutual interest of the two.

Section 2. The Charter shall be placed in custody of the Section with a duplicate copy kept on file at the business office of the Society. The signatures of the duly authorized officers of the Section and the Society affixed at the time of chartering and appearing of the Charter over the seal of the Society signify the Section-Society relationship in accordance with the provision of the Charter.

Section 3. Any conflict requiring an interpretation of the provisions of the Charter shall be resolved by the Board of Directors of the Society and Executive Board of the Section.

Section 4. The responsibility for determining Section policy is set out in the BYLAWS of the Section. The Section may designate a spokesperson to represent the Section in carrying out such policies BUT no person shall presume to speak for the Section or the Society on matters of Section policy or Society policy without appropriate authorization. However, these provisions shall not be construed so as to limit a member of a Section from expressing his/her personal views either publicly or privately.

Section 5. No action, financial or other obligation, or expression of the Section shall be considered an action, obligation, or expression of the Society as a whole without prior approval of the Board of Directors of the Society.

Section 6. The Section shall submit to the business office of the Society and in a form approved by the Society annual reports concerning activities of the Section.

Section 7. The Section may be dissolved and its Charter revoked by the Board of Directors of the Society for good cause shown in accordance with the RULES of the Society.

ARTICLE V **Membership**

Section 1. Members of the Section shall be persons who are members of the Society and who have substantial interest in health physics and radiation protection instrumentation.

Section 2. Any qualified person who is a member of the Society becomes a member of the Section upon presenting proof of membership in the Society and the payment of dues appropriate to the membership class sought in the Section.

Section 3. Membership dues within the Section shall be established in accordance with provision set out in the BYLAWS of the Section.

ARTICLE VI **Administration**

Section 1. The Section shall have Officers and an Executive Board. The Officers administer the affairs of the Section in accordance with its objectives, performing those functions as may be customary to the office and as further defined in the BYLAWS and/or RULES of the Section.

Section 2. The elected Officers of the Section shall be a President, a President-Elect, a Secretary-Treasurer and such others as may be provided for in the BYLAWS of the Section.

Section 3. The Executive Board shall be the governing body of the Section and shall exercise control over all funds, activities, and policies of the Section as defined in the BYLAWS and/or RULES of the Section.

Section 4. The Executive Board shall consist of nine persons elected from the membership of the Section. Each year a President-Elect and two Executive Board members shall be elected. Every other year, in addition to a President-Elect and Executive Board members, a Secretary-Treasurer shall be elected. The term of office for Executive Board members shall be three years. The President-Elect will automatically become President and then Past-President during his/her three-year tenure on the Executive Board. Terms of Office shall begin at the close of the Section's Annual Meeting. Each elected officer shall serve on the Executive Board one year after his/her term in office.

Section 5. The BYLAWS of the Section shall provide for the establishment of committees and other administrative posts as may be considered essential for the administration of the affairs of the Section.

Section 6. Vacancies occurring in an elective office or an appointive post shall be filled in accordance with provisions set out in the BYLAWS of the Section.

ARTICLE VII **Election Procedures**

Section 1. Nominations for all elective offices that are to be filled by a poll of the membership of the Section shall be made by a Nominating Committee consisting of a chairperson and at least two other members chosen in accordance with procedures set out in the BYLAWS of the Section. No officer or member of the governing body shall be eligible to serve on this committee.

Section 2. The Nominating Committee shall select two nominees for each elective office to be filled and no person shall have his/her name placed in nomination by the Nominating Committee without his/her consent.

Section 3. The polling of the membership shall be done by secret ballot with provisions for write-in candidates. The procedure may be (i) by means of a letter ballot or (ii) by sealed written ballots collected at a regular Section meeting. Other matters governing polling procedures shall be set out in the BYLAWS of the Section.

ARTICLE VIII **Meetings**

The Section shall hold at least one meeting each calendar year which shall be designated as the Annual Meeting of the Section. Meetings of the Section shall be held at such time and place as may be provided for in the BYLAWS or RULES of the Section.

ARTICLE IX **Section BYLAWS and RULES**

Section 1. The BYLAWS of the Section shall be adopted by the voting membership of the Section before they become effective. A BYLAW is adopted, rejected, or amended on the basis of a majority of the votes cast on the issue designated by a particular poll.

Section 2. RULES for handling administrative matters may be promulgated by the Officers and/or governing body of the Section if, and as, provided for in the BYLAWS.

ARTICLE X **Amendments to the Charter**

Amendments to the Charter are approved by the Board of Directors of the Society and Executive Board of the Section.

ARTICLE XI **Attestations**

Section 1. The signed Charter shall be construed as evidence that the Section-Society affiliation relationship is in effect.

Section 2. The Section may use the OFFICIAL SEAL of the Society, in part, modified, or in the whole, on Section stationary, and/or for other legitimate purposes so long as the use of the seal is such as to guarantee that an observer will recognize that he/she is dealing with the Section and not the Society.

Section 3. The Instrumentation Section of the Health Physics Society is duly authorized by the Board of Directors of the Society to function as a Section of the Society in accordance with the provisions of the foregoing this **XXnd day of XXX 2015**, and witnessed by the signatures below:

(SIGNATURES APPEAR ON ORIGINAL CHARTER)

SECTION STEERING COMMITTEE

Carmine M. Plott
Member

Kenneth L. Miller
Member

Ruth E. McBurney
Member

Wayne A. Wiatrowski
Member

Michael G. Stabin
Member

John W. Poston, Sr.
Member

Kimberlee J. Kearfott
Member

OFFICERS OF THE SOCIETY

Genevieve S. Roessler
President

Francis S. Massé
President-Elect

Mary E. Moore
Treasurer

Paul G. Voillequé