

Articles of association

I Name and registered office

- 1 The Swiss Federation of Clinical Neuro-Societies (SFCNS) is an association of professional and interest groups in the field of clinical neuroscience in accordance with Art. 60 ff of the Swiss Civil Code.
- 2 The registered office of the association is the same as that of the administrative office.

II Purpose

- 1 The promotion of clinical neuroscience in Switzerland in the context of international neuroscience societies and the basic neuroscience disciplines.
- 2 Promoting interdisciplinary cooperation with neuroscience organisations, professional associations, political bodies and funding agencies
- 3 Support for continuing education and interdisciplinary training
- 4 Organising further education and training events
- 5 Advocates for the interests of clinical neuroscience at federal and cantonal institutions

III Membership

The association is composed of ordinary, associate and extraordinary member societies (hereinafter also referred to as "members").

1 **Full members**

Full members are professional and interest groups from the field of neuroscience who are represented by a specialist title, a specialisation or a certificate of competence in the FMH.

2 **Associate members**

Associate members are academic associations and interest groups whose activities are compatible with the objectives of the SFCNS.

3 **Extraordinary members**

Associate members are non-academic associations and interest groups whose activities are compatible with the objectives of the SFCNS.

4 **Conditions of admission**

Admission as a full, associate or extraordinary member is based on a written application, which must be submitted to the president at least two months before the ordinary delegates' meeting. The delegates' meeting decides on admission.

5 **Termination of membership**

Membership shall expire:

- a. Upon resignation. The request for resignation must be submitted to the President in writing at the end of the current year and 3 months before the end of the year.
- b. By expulsion. The Executive Committee or 1/5 of the delegates are entitled to submit a request for expulsion. Expulsion requires the approval of 2/3 of the delegates present. The member to be expelled is granted the right to be heard by the Executive Committee.

IV Organs of the SFCNS

1 **Delegates' Assembly**

The Delegates' Assembly is the supreme organ of the SFCNS. It is composed of the delegates of the ordinary, associate and extraordinary members. Each ordinary member is entitled to two delegates; the two interventional societies, the Swiss Society of Neurosurgery and the Swiss Society of Neuroradiology, are each entitled to four delegates, one of whom is ex officio the president or vice-president of the respective society. Associate and extraordinary members are entitled to be represented by one delegate in the Delegates' Assembly.

The delegates' meeting is usually held once a year at the invitation and under the chairmanship of the president or his deputy. Extraordinary meetings of delegates may be convened by the executive committee if it is in the interests of the SFCNS or if at least 10% of the delegates request such a meeting in writing. The invitation to the delegates' meetings shall be sent in writing at least 4 weeks before the meeting, stating the agenda. Each delegate has the right to submit proposals for the agenda. These must be sent in writing to the President 5 weeks before the delegates' meeting.

Delegates who are extraordinary members have the right to speak and submit motions, but do not have the right to vote. The delegates' meeting has a quorum if 1/3 of the delegates entitled to vote are present. The delegates' meeting shall decide by a simple majority of the delegates present who are entitled to vote, unless the Articles of Association provide otherwise. In the event of a tie, the chairperson shall have the casting vote. Resolutions may be passed by correspondence, provided that a simple majority of all delegates entitled to vote is achieved. Written votes may be cast in the event of inability to attend.

Tasks, duties and powers of the delegates' meeting

- a. Approval of the annual report and the annual financial statements, the latter at the request of the auditors
- b. Election of the President and the other members of the Executive Board
- c. Election of the auditors
- d. Election of new members on the recommendation of the Executive Board
- e. Revision of the Articles of Association
- f. Passing resolutions on matters assigned to it by law or referred to it by the Executive Board, as well as on motions submitted by the delegates.

Each delegate has one vote.

2 Executive Committee

The Executive Committee consists of the President, Vice-President, Past President, Secretary/Treasurer and 5-7 additional members. It is composed as follows:

- 2 representatives from neurology + 1 representative from clinical neurophysiology
- 2 representatives from neuroradiology
- 2 representatives from neurosurgery
- 1 representative from neuropaediatrics
- 1 representative from biological psychiatry
- 1 representative from YouCliN

One representative from each of the three societies (neurology, neurosurgery and neuroradiology) should be the respective president of the professional society, while the other should be a representative from the university sector delegated by the executive committee of the respective professional society. They are elected at the delegates' meeting for a term of three years by a simple majority. They may be re-elected once for the same position. The total duration of membership of the Executive Board is limited to a maximum of 6 years, and the duration of the President's membership of the Executive Board to a maximum of 12 years. The composition of the Executive Board must take into account the various professional and interest groups. A society with a specialist title is entitled to be represented by at least one member on the Executive Board. The four basic neuroscientific disciplines of neurology, neurosurgery, neuroradiology and neuropaediatrics are represented on the Executive Board. Executive Board members are not entitled to vote at the Delegates' Assembly.

Rotation of the presidency

The presidency of the SFCNS rotates every three years between the three disciplines (neurology, neurosurgery and neuroradiology). The president pursues an activity at one of the medical faculties in Switzerland or is affiliated with one, is proposed by his or her own professional association and elected by the SFCNS delegates' meeting.

Powers and duties of the Executive Board

- a. Preparation (agenda), convening and chairing the Delegates' Assembly and implementing its decisions. Extraordinary Delegates' Assemblies shall be convened by the Executive Board if urgent items are on the agenda or if 1/5 of the delegates so request. The minutes of the Delegates' Assembly shall be sent by the secretary to all members of the SFCNS.

- b. Organisation of scientific conferences. All members shall be invited to the scientific conferences.
- c. Management of all business not delegated to other bodies of the Society.
- d. The external management of the association, insofar as this is not performed by the delegates.
- e. The secretary manages the SFCNS's finances.
- f. The president, together with the vice-president or the secretary or past president, has legally binding signing authority (joint signature).

3 YouCliN

The Young Clinical Neuroscientists (YouCliN) are a network within the SFCNS that brings together young doctors from all disciplines of clinical neuroscience within the SFCNS.

YouCliN is organised as a commission of the SFCNS and is led by a Steering Committee. The statutes of the SFCNS apply – the organisation of YouCliN is laid down in separate YouCliN regulations. The President of YouCliN has an *ex officio* seat on the Executive Board of the SFCNS.

4 Administrative office

The Executive Board may delegate organisational tasks, minutes, cash management and accounting to an administrative office. The person responsible for the administrative office participates in SFCNS meetings in an advisory capacity. The remuneration and duties of the administrative office are regulated by contract.

5 External auditor

The external auditor, elected by the delegates' meeting for a term of three years, audits the annual financial statements and prepares a report for the delegates' meeting. The financial year coincides with the calendar year.

6 Committees, delegations and working groups

Committees: are permanent bodies within the SFCNS that have a defined permanent task, which is set out in the committee regulations. Committee members can be members of the ordinary, associate and extraordinary SFCNS member societies. The election of commission members and chairpersons, who must belong to regular SFCNS member societies, is carried out by the Executive Board. The Executive Board issues and amends commission regulations on its own authority. The chairpersons report annually in writing to the Executive Board on the activities of the commission.

Delegations: are official representatives of the SFCNS in other organisations or committees. The delegates and their deputies belong to ordinary or associate SFCNS member societies and are elected by the Executive Board.

The delegation leaders report annually in writing to the Executive Board on their activities.

Working groups (WG): are committees with a task limited in terms of time and content, both within the SFCNS and across the SFCNS. The Executive Board determines the members and defines the scope and limits of the task. Working groups report to the Executive Board and

other participating organisations. Working groups may report to the DV on the instructions of the Executive Board.

V Membership fees, financing and auditing

1 Membership fees

Member societies pay an annual membership fee, the amount of which is based on the number of full members in the respective member societies.

The fees for full and associate SFCNS members are determined by the Delegates' Meeting by a simple majority on the recommendation of the Executive Board.

The membership fee is invoiced to the member societies at the beginning of each calendar year.

The Delegates' Meeting is authorised to adjust or waive the amount or duration of the membership fee obligation.

2 Financing

The financing of the SFCNS administration and the work of the Executive Board and committees is mainly covered by income from SFCNS congresses and membership fees.

3 Projects

Projects and their administration must be financed through corresponding income, such as fees for certifications, HSM registers and others, to cover costs.

4 Audit

The external auditor elected by the delegates' meeting audits the annual financial statements each year and submits a written report to the delegates' meeting.

VI Revision of the Articles of Association

- 1 The Articles of Association shall be revised at the request of the Executive Board or at the request of 1/3 of the ordinary and associate members. The request shall be decided upon by a 2/3 majority of the delegates present who are entitled to vote.
- 2 Any amendment to the Articles of Association shall take into account any links with other institutions, including the FMH, the FMCH or the SFSM.

VII Dissolution of the association

- 1 The dissolution of the association shall take place at the request of the executive committee or at the request of 1/3 of the ordinary and associate members and may be decided by the delegates' meeting with a 2/3 majority of the delegates present who are entitled to vote.

2 Immediately before the vote on dissolution, the delegates' meeting must decide by a simple majority on the use of any assets of the association that may become available.

For the sake of readability, only the masculine form is used in the text of the statutes.

Founding members

The six full members at the time of foundation were:

- Swiss Neurological Society (SNS)
- Swiss Society for Clinical Neurophysiology (SSCN)
- Swiss Society for Neurosurgery (SSN)
- Swiss Society of Neuroradiology (SSNR)
- Swiss Society for Neuropaediatrics (SSNP)
- Swiss Society for Neuropathology (SSNPath)

Revisions implemented

1st version of the Articles of Association: Basel, 27 January 2009

Revised: Bern, 31 May 2012

Revised: Lucerne, 10 September 2015

Revised: Bern, 17 January 2017

Revised: Bern, 5 June 2018

Revised: Basel, 28 September 2022

Revised: Lausanne, 29 October 2025



Prof. Dr. med. Luca Remonda
President



Prof. Dr. med. Hans Jung
Secretary/Treasurer



Harald F. Grossmann
Secretary General