

IEEE GERMANY SECTION BYLAWS

In all instances, the *Institute of Electrical and Electronics Engineers (IEEE) Bylaws, Constitution, IEEE Policy and Procedures*, and Regional Activities Board (RAB) *Operations Manual* shall prevail when there is a conflict between these documents and Section Bylaws.

ARTICLE I - Name and Territory

Section 1

This organization shall be known as the Germany Section of the IEEE.

Section 2

The territory of the Germany Section, as approved by RAB, includes the:

Federal Republic of Germany

ARTICLE II - Officers

Section 1

The elected officers of the Germany Section shall be Chair, Vice Chair, Secretary and Treasurer.

Section 2

The duties of the elected officers will be available from Regional Activities Department (RAD).

Section 3

The terms of office of the elected officers shall be for two years. Exemptions from this term limit have to be approved by the Region Director.

Section 4

Terms of office shall begin on 1 January. Outgoing officers shall continue until their successors are duly elected and take office.

Section 5

Any vacancy occurring during the year shall be filled by a majority vote of the Section Executive Committee.

ARTICLE III - Standing Committees

Section 1

The Standing Committees of the Section will be as follows:
Membership Development, Professional Activities, Student and Educational Activities, Awards and Recognition.

Section 2

The duties of the Standing Committee will be available from Regional Activities Department (RAD).

Section 3

The Chair of the Standing Committees will be appointed by the Section Chair with the approval of the Section Executive Committee, and their terms will expire on end of term date 31 December.

Section 4

Each Committee Chair shall appoint his/her Committee members, with the approval of the Section Executive Committee, and their terms will expire on end of term date 31 December.

ARTICLE IV - Management

Section 1

The management of the Section shall be by the Section Executive Committee which shall consist of the elected officers, the Past Junior Section Chair (ex-officio) and the following: Chapter Chairs (ex-officio) and Standing Committee Chairs. In addition, one elected or appointed officer shall serve as liaison officer to a corresponding National Society. Re-election or re-appointment is possible.

Section 2

A majority of the Section Executive Committee present shall be necessary in the conduct of its business, provided that the number of elected and ex-officio members present is at least one greater than those appointed.

Section 3

Meetings of the Section Executive Committee ordinarily shall be held twice a year and shall be called by the Section Chair or by a request of any three members of the Section Executive Committee.

Section 4

The fiscal year of the Section shall be 1 January – 31 December.

ARTICLE V - Nomination and Election of Officers

Section 1

A Nominating Committee consisting of three or more members, not then officers of the Section, shall be appointed by the Section Chair with the approval of the Section Executive Committee. The Section Chair shall appoint the Chair of the Nominating Committee.

Section 2

The nominations of the Nominating Committee shall be announced to the Section membership and, following this, a minimum of 28 days allowed for additional nominations by petition. To be valid, the petition must be signed by 25 or more voting members or 2% of the Section membership, whichever is fewer.

Section 3

If only one nomination is made for each office, the election shall be made by either a ballot, mailed to the membership, or by web-based voting. If additional nominations are made, election shall be by ballot, mailed to the membership with the vote counted by a Tellers Committee appointed by the Section Chair.

Section 4

The timetable for this procedure is as follows

<u>Appointment of Nominating Committee:</u>	April of end of term year
<u>Announcement of Nominations:</u>	1 Month after appointment of Nominating Committee.
<u>Close Nominations by Petition:</u>	1 Month after announcement of nominations
<u>Mailing of Ballot Sheets:</u>	September of end of term year
<u>Announcement of Ballot Results:</u>	November of end of term year

Section 5

A plurality of the votes cast shall be necessary for election.

ARTICLE VI - Finances

Section 1

All expenditures of Section funds must be approved by the Section Chair.

Section 2

Without prior authorization of the IEEE Executive Committee, Section funds can be used only for normal operations of the Section.

Section 3

The Treasurer shall be authorized to draw funds as approved by the Section Executive Committee.

ARTICLE VII - Amendments

Section 1

Proposals for amendments to these Bylaws may originate in the Section Executive Committee or by a petition signed by 25 or more voting members.

Section 2

Following the approval of the IEEE Germany Section, amended Section Bylaws must be submitted to the IEEE Regional Activities Department (RAD) for review. RAD staff will then secure the approval of the Regional Director, following up where necessary with the ExCom. The bylaws will not be effective until such time as they have been approved by the Regional Activities Board.

Region Director Signature and Date