

# Special Resolution to be taken to the Annual General Meeting of the Association for Laboratory Medicine on 12<sup>th</sup> June 2024

The **Articles** of the Association for Laboratory Medicine be amended as follows:

## Existing Articles

### **6 Regions and Local Sections**

- 6.1 The Association shall be organised in such geographical regions as may be determined by Council.
- 6.2 Local Sections of the Association may be formed within the Association regions subject to the approval of Council.
- 6.3 The business of each region shall be conducted by a regional committee, having due regard for the fair representation of sections within the region. The rules of each region and section shall be subject to the approval of Council. All Members of regional committees shall serve in an honorary capacity.
- 6.4 Regions or Sections shall hold scientific, social and business meetings alone or in conjunction with other Regions or Sections of the Association or with other organisations. Committees may appoint ad hoc committees alone or jointly to further these activities.
- 6.5 Regional Committees may requisition funds from the Director of Finance for the expenses of the Regional Committees, at a rate per capita which will be defined in the Bye-laws.

## Tracked changes showing proposed amendments

### **6 Regions and Local Sections**

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- ~~6.5 Regional Committees may requisition funds from the Director of Finance for the expenses of the Regional Committees, at a rate per capita which will be defined in the Bye-laws.~~

## The resulting revised Articles

### **6 Regions and Local Sections**

- 6.1 The Association shall be organised in such geographical regions as may be determined by Council.
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- 6.3 The business of each region shall be conducted by a regional committee, having due regard for the fair representation of sections within the region. The rules of each region and section shall be subject to the approval of Council. All Members of regional committees shall serve in an honorary capacity.
- 6.4 Regions or Sections shall hold scientific, social and business meetings alone or in conjunction with other Regions or Sections of the Association or with other organisations. Committees may appoint ad hoc committees alone or jointly to further these activities.

The **Bye-Laws** of the Association for Laboratory Medicine be amended as follows:

## Existing Bye-Laws

### 8 Regional Committees

- 8.1 A regional levy may be requisitioned for expenses for Regions in the United Kingdom or Republic of Ireland.
- 8.2 The amount of money requisitioned from the Director of Finance for Regional expenses will be limited to one tenth of the subscriptions of all the Members assigned to that Region.
- 8.3 The Director of Finance will require separate accounts to be kept related to the operation of the Federation of Clinical Scientists.

## Tracked changes showing proposed amendments

### 8 Regional Committees

- ~~8.1 A regional levy may be requisitioned for expenses for Regions in the United Kingdom or Republic of Ireland.~~
- ~~8.2 The amount of money requisitioned from the Director of Finance for Regional expenses will be limited to one tenth of the subscriptions of all the Members assigned to that Region.~~
- 8.3 The Director of Finance will require separate accounts to be kept related to the operation of the Federation of Clinical Scientists.

## The resulting revised Bye-Law

### 8 Federation of Clinical Scientists

The Director of Finance will require separate accounts to be kept related to the operation of the Federation of Clinical Scientists

The **Bye-Laws** of the Association for Laboratory Medicine be amended as follows:

## Existing Bye-Laws

### 9 Ballots

9.1 All electronic ballots will be secret and will be conducted by the Senior Administrative Officer of the Association. All voting Members will be sent details electronically of how they can vote providing the member has given their prior consent to this method of communication and the onus is on the member to provide a current valid email address. All other voting members will be sent postal ballots. On the deadline for the ballot two members of the Administration office staff, including the senior administrator or deputy, plus a non-voting witness – usually a retired member familiar with the needs and mechanisms – will check the electronic voting returns and validate their eligibility, together with the procedure defined below for postal returns.

9.2 All postal ballots will be in secret and will be conducted by the Senior Administrative Officer of the Association according to the following procedure: Voting forms will be sent to all voting Members, coded to minimise fraud, together with a reply-paid self-addressed envelope for the voting return, a letter of explanation for the vote with instructions and deadlines and, in the case of a proposal for the election of a member of Council or other body, a CV or other material from the nominee. Returned pre-paid envelopes received before the deadline for the postal ballot will be stored unopened securely until the deadline. Voting returns arriving in a plain envelope will be resealed unread and will be reopened and counted in the ballot. Returned pre-paid envelopes received after the deadline will be stored separately unopened and will not be counted in the ballot. On the deadline for the postal ballot two members of the Administration office staff, including a senior administrator or deputy, plus a non-voting witness – usually a retired member familiar with the needs and mechanisms – will check the voting returns by each of them in turn opening one envelope, validating the voting return and including it in the count. Invalid returns will be kept separate and not included. Once all returns have been opened each of the three persons conducting the ballot will perform the count and repeat it if they do not agree on the result. Close counts (with a majority of less than 10 votes) will automatically be re-verified and recounted. The agreed result of the ballot will be signed off by all three persons conducting the ballot. The result will be notified to appropriate parties, including any nominee for election, and will be published subsequently in the Association's monthly journal. Valid and invalid voting papers, together with other paperwork relating to the ballot, will be boxed and stored sealed for a period of 2 years before disposal.

## Tracked changes showing proposed amendments

### 9 Ballots

9.1 All ~~electronic~~ ballots will be electronic, secret and ~~will be~~ conducted by the ~~Senior Administrative Officer~~staff team of the Association. All voting Members will be sent details electronically of how they can vote, providing the member has given their prior consent to this method of communication and t~~the~~ onus is on the member to provide a current valid email address. ~~All other voting members will be sent postal ballots.~~ On the deadline for the ballot two members of the ~~Administration office staff team~~, including the ~~senior administrator or deputy~~Membership Manager or Chief Executive, ~~plus a non-voting witness – usually a retired member familiar with the needs and mechanisms –~~ will check the electronic voting returns and validate their eligibility, ~~together with the procedure defined below for postal returns.~~ If multiple returns are received from a single member, only the first return shall be counted and all subsequent returns from that member discarded.

9.2 ~~All postal ballots will be in secret and will be conducted by the Senior Administrative Officer of the Association according to the following procedure: Voting forms will be sent to all voting Members, coded to minimise fraud, together with a reply-paid self-addressed envelope for the voting return, a letter of explanation for the vote with instructions and deadlines and, in the case of a proposal for the election of a member of Council or other body, a CV or other material from the nominee. Returned pre-paid envelopes received before the deadline for the postal ballot will be stored unopened securely until the deadline. Voting returns arriving in a plain envelope will be resealed unread and will be reopened and counted in the ballot. Returned pre-paid envelopes received after the deadline will be stored separately unopened and will not be counted in the ballot. On the deadline for the postal ballot two members of the Administration office staff, including a senior administrator or deputy, plus a non-voting witness – usually a retired member familiar with the needs and mechanisms – will check the voting returns by each of them in turn opening one envelope, validating the voting return and including it in the count. Invalid returns will be kept separate and not included. Once all returns have been opened each of the three persons conducting the ballot will perform the count and repeat it if they do not agree on the result. Close counts (with a majority of less than 10 votes) will automatically be re-verified and recounted.~~ The agreed result of the ballot will be signed off by all ~~three~~ persons conducting the ballot. The result will be notified to appropriate parties, including any nominee for election, and will be published subsequently in the Association's ~~monthly journal~~magazine. Valid and invalid ~~voting papers~~returns, together with other ~~paperwork information~~ relating to the ballot, will be ~~boxed and stored~~ securely electronically sealed for a period of 2 years before disposal.

## **The resulting revised Bye-Laws**

### **9 Ballots**

9.1 All ballots will be electronic, secret and conducted by the staff team of the Association. All voting Members will be sent details electronically of how they can vote. The onus is on the member to provide a current valid email address. On the deadline for the ballot two members of the staff team, including the Membership Manager or Chief Executive will check the electronic voting returns and validate their eligibility. If multiple returns are received from a single member, only the first return shall be counted and all subsequent returns from that member discarded.

9.2 The agreed result of the ballot will be signed off by all persons conducting the ballot. The result will be notified to appropriate parties, including any nominee for election, and will be published subsequently in the Association's magazine. Valid and invalid returns, together with other information relating to the ballot, will be stored securely electronically for a period of 2 years before disposal.