

Statutes & By-Laws

of the



“International Association of Volcanology and Chemistry of the Earth’s Interior” (IAVCEI)

13 February 2024

Preamble:

1. IAVCEI stands for the “International Association of Volcanology and Chemistry of the Earth’s Interior”. IAVCEI was founded in 1919 as an international special interest group.
2. IAVCEI is a member organization of the International Union of Geodesy and Geophysics (IUGG), but is autonomous in its leadership structure and work processes.
3. At the first General Assembly of the IUGG (Rome, May 2-10, 1922), the then “Section de Vulcanologie” became one of the constituent sections of IUGG. This name was changed to “Association Internationale de Vulcanologie” at the fourth IUGG General Assembly (Stockholm, 1930). The current name “IAVCEI” was adopted at the Moscow General Assembly in 1971.
4. IAVCEI contributes actively to the purposes of IUGG. The IAVCEI President attends IUGG Executive Committee meetings (and the Secretary General by invitation), IAVCEI can nominate officials for the IUGG office, and IAVCEI officers attend meetings of the IUGG Council (upon invitation).

STATUTES

§ 1 Name, registered office, fiscal year

1. The association is called the International Association of Volcanology and Chemistry of the Earth’s Interior (IAVCEI).
2. IAVCEI is in the register of associations in Germany and has the addition “e.V.” (eingetragener Verein, i.e., registered association).
3. IAVCEI is based in Munich, Germany.
4. The fiscal year is the calendar year.

§ 2 Purposes of IAVCEI

1. The purposes of IAVCEI are the promotion of science and research in accordance with § 52 Section 2 No. 1 of “The Fiscal Code of Germany” (i.e., [Abgabenordnung](#)), the promotion of education and training in accordance with § 52 Section 2 No. 7, and the selfless support of persons defined in § 53.
2. The purposes of IAVCEI are to:
 - a) Promote the study of volcanoes, volcanic eruptions, volcanic processes, eruptive deposits, volcanic hazards and risks, as well as magmatic processes and the chemistry of the Earth's interior. This is achieved through the dissemination of research results, discussion at conferences, as well as at workshops and field trips and through webinars, and ad-hoc meetings of IAVCEI committees, commissions, networks, working groups and task groups.
 - b) Stimulate, initiate and coordinate international cooperation in the study of volcanology and the chemistry of the Earth's interior.
 - c) Emphasize the importance of adequate monitoring of active and potentially active volcanoes and the assessment of volcanic risks through exchanges with policy makers, civil protection authorities and tourism sector employees.
 - d) Act as an international reference body for scientific policies relating to volcanic and magmatic systems, as well as volcanic hazard and risk, and to support the development and dissemination of guidelines and protocols.
 - e) Publish the results of scientific research in volcanology and the chemistry of the Earth's interior, in particular through peer-reviewed publications in relevant journals. IAVCEI has a close collaboration with Springer-Verlag, which publishes the *Bulletin of Volcanology*.
 - f) Organize two international conferences, the IAVCEI Scientific Assembly and the IAVCEI General Assembly. The latter takes place during the IUGG General Assembly.
 - g) Grant IAVCEI awards for outstanding work and contributions to IAVCEI disciplines. Awards are granted according to performance, and as assessed by IAVCEI-mandated award committees following the guidelines and expectations published on the IAVCEI website.
 - h) Contribute to the research activities of IUGG.

§ 3 Non-profit status

1. IAVCEI pursues exclusively and directly non-profit and charitable purposes within the definition of “[Tax-privileged purposes](#)” as given in “The Fiscal Code of Germany”.
2. IAVCEI works selflessly and does not primarily pursue its own economic purposes.
3. IAVCEI's funds may only be used for statutory purposes and members do not receive payments for services rendered.
4. No person may benefit from expenses that are alien to the purpose of IAVCEI or from disproportionately high remuneration.
5. Money incurred (either through membership fees, conferences, donations and/or sponsorships) may also be used to enable members in-need to attend IAVCEI conferences and IAVCEI-sponsored workshops and field trips, either through waiver of registration fees or through travel bursaries. To obtain this, members must apply to IAVCEI.

§ 4 Definitions

1. IAVCEI Member: An IAVCEI member is defined as any person who (i) has an interest in the objectives of IAVCEI (§ 2), (ii) who wishes to contribute to and participate in the activities of IAVCEI (e.g., conferences, meetings, workshops, commissions, working groups and webinars), and (iii) who has paid the annual membership fee (§ 5). Membership can be granted (after review of the application by the Executive Committee) on an annual basis upon payment of the membership fee.
2. An Early Career Researcher (ECR) is a practicing scientist who has completed no more than eight years since their last relevant degree (e.g., BSc/BA, MPhil, MA, MSc or PhD), or who holds a professional position with less than eight years of volcano-related research experience. The eight-year period does not include any career breaks.
3. Career breaks include parental leave, or other relevant leaves of absence, incapacity to work due to illness or accident, caring responsibilities, military or other public service, further training and/or temporary unemployment.
4. An IAVCEI commission is a formal association of IAVCEI members with common research interests. Commissions are established for an indefinite period and must follow IAVCEI By-Laws.
5. A joint commission examines scientific questions of interest common to more than one IUGG association and includes members from the other (i.e. IUGG) associations.
6. A network is a formalized grouping of IAVCEI members linked together by self-interest (see § 2 of the By-Laws). Networks are established for an indefinite period and must follow IAVCEI By-Laws.
7. A working group is a formal grouping of IAVCEI members who come together to work on a specific project or task for a finite duration. The project or task may be scientifically related or relate to the operation of IAVCEI in general.
8. A task group is a small group of two or three individuals set up for a finite duration to solve a problem and/or to produce a working document for the Executive Committee or a working group.

§ 5 IAVCEI Membership

1. Any natural or legal person with an interest in the objectives of IAVCEI (§ 2) may apply for membership, regardless of their country of origin.
2. The membership application must be submitted online via the IAVCEI website. The Executive Committee decides acceptance. For minors, application for admission must be submitted by their legal representative(s).
3. Application for IAVCEI membership can be rejected, on reasonable grounds. Rejection does not require any form of justification.

4. The Executive Committee determines the amount of the membership fee. The amount of the annual contributions is stated on IAVCEI's homepage. There are sliding scales depending on career stage, country of origin and annual income. For those who apply for membership for the first time, the first membership fee covers the period from the time of application to 31 December of the following year.
5. IAVCEI membership requires payment of the annual membership fees via the IAVCEI website. The membership fee applies to the period 1 January through 31 December of any year. The membership fee is due in the first quarter of the year in question.
6. IAVCEI offers the option to pay for four years of membership as a package at a discounted rate. It is also possible to achieve lifelong membership by paying a fixed amount ("LIFE membership") or to donate more than 1000 € or currency equivalent ("BENEFACTOR").
7. The Executive Committee can award lifetime honorary membership to deserving members. This comes without any obligation. Honorary members are exempt from membership fee payment.
8. All members who are not honorary members are considered regular members.
9. Upon good and proved reason, the Executive Committee can waive the membership fee for natural persons in need, upon request and on an annual basis for up to four consecutive years. These natural persons acquire all the rights and obligations of a regular member for the duration of waived membership.
10. All members who have paid their membership fee for any current calendar year are, in the given calendar year, entitled to:
 - a) vote,
 - b) run (or nominate others) for positions on the Executive Committee,
 - c) nominate candidates for IAVCEI awards, and
 - d) apply for financial support to attend conferences, workshops or field trips organized by, or sponsored by, IAVCEI.
11. Membership ends by:
 - a) Resignation from the association,
 - b) Death of a natural person,
 - c) Liquidation of a legal person,
 - d) Exclusion from the association,
 - e) Removal from the membership list.
12. Leaving the association is permitted at any time. Withdrawal of the member must be declared to the Executive Committee in text form (this includes by email), and fees are non-refundable.
13. Membership ends with the death of a natural person or liquidation of a legal person.
14. Membership will be terminated if a natural or legal person does not comply with the IAVCEI code of conduct or has grossly violated the interests of IAVCEI. The Executive Committee decides on exclusion.

15. Membership is ended by removal from the member list. A member can be removed from the list if a natural or legal person is in arrears with the payment of membership fee for more than six months following a reminder. The potential for cancellation must be mentioned in the reminder.
16. The resigned or excluded member has no claim against IAVCEI's assets. Membership fees that have already been paid will not be refunded.

§ 6 IAVCEI bodies

IAVCEI's bodies are the Executive Committee (see § 7), the Advisory Board (see § 9), and the Meeting of Members (see § 10).

§ 7 Executive Committee

1. The Executive Committee (EC) consists of the following nine natural members:
 - President
 - Secretary General
 - two Vice Presidents
 - four Councillors
 - an Early Career Researcher
2. The authorized representative of the EC, within the meaning of the *German Civil Code* ([§ 26 BGB](#)), can consist of the President, the General Secretary and/or the two Vice Presidents. Each of them represents IAVCEI individually. The EC has a quorum regardless of the number of offices occupied.
3. The EC is elected by online voting for a period of four years. The EC remains in office until a new election has taken place. The election shall take place in the same year as an IAVCEI General Assembly, and will have to be completed at least one month prior to this General Assembly.
4. The newly elected EC takes up its official role on 1 January of the year following election. Members of the newly elected EC shall be invited to EC meetings of the outgoing EC after the General Assembly.
5. The President can only serve as President for one term.
6. The Secretary General is elected for two terms of four years each.
7. The term of office of all other EC members is four years. Re-election is permitted.
8. Should the office of President become vacant between two IAVCEI General Assemblies, the EC will appoint one of the Vice Presidents to take over the office of President until the next General Assembly.
9. EC meetings in person take place during IAVCEI General Assemblies and IAVCEI Scientific Assemblies. Other EC meetings can take place in the form of ad-hoc face-to-face events or as online meetings. Hybrid meetings are also permitted. The invitation must indicate the form of

the meeting. If an online or hybrid meeting is held, EC members must also be given access details for the online conference room in a timely manner and EC members who connect online are deemed to be present. EC members are obliged not to make their access details accessible to any third party and to keep all links strictly confidential.

10. The EC is authorized to make decisions on behalf of IAVCEI and its members. Changes of the Statutes and By-Laws require approval by the *Meeting of Members*.
11. The EC can appoint administrative staff (e.g., treasurer, webmaster, and/or administrator) if necessary.
12. The EC can fill committee positions that become vacant between elections by resolution of the EC.
13. The EC appoints the editor-in-chief of the Bulletin of Volcanology.
14. The EC can set up and dissolve IAVCEI commissions, networks and working groups.
15. The *Meeting of Members* can issue rules of procedure for the EC, in which the distribution of tasks within the EC and the conduct of EC meetings are regulated and/or refined.
16. The EC can appoint a special representative within the meaning of the *German Civil Code* ([§ 30 BGB](#)) if no member of the EC is based in Germany. The EC regulates the details in a service instruction, and entrusts the special representative with the economic, administrative and personnel matters of IAVCEI. In this context, the special representative alone can be authorized by the EC to represent IAVCEI as a natural person. The special representative must be an IAVCEI member. The special representative, if appointed, can be invited to EC meetings.

§ 8 Nomination and election to the IAVCEI Executive Committee

Eligibility

1. Only members of IAVCEI can be nominated.
2. Only members of IAVCEI can propose and/or support another member as a candidate for the EC.
3. Candidates for the EC may come from any country, except candidates for the presidency (President and Vice Presidents) who must come from an IUGG member country.

Election Supervisory Committee and Advocating Committee

1. The *Election Supervisory Committee* is responsible for monitoring the nomination and election process to ensure that it is carried out in accordance with IAVCEI Statutes and By-Laws.
2. The *Election Supervisory Committee* must consist of at least five IAVCEI members from at least two different countries; one of whom will be appointed as Chairperson by the President.

3. The members of the *Election Supervisory Committee* and *Advocating Committee* will be proposed by the President, and confirmed by the EC, no later than nine months before the IAVCEI General Assembly to which the election applies.
4. An *Advocating Committee* is responsible for encouraging and soliciting nominations, thereby promoting diversity of candidates. The *Advocating Committee* will proactively engage with the EC prior to award ceremonies and EC elections. Independent nominations are possible.
5. The *Advocating Committee* shall consist of the Editor-in-Chief of the Bulletin of Volcanology, a representative from each IAVCEI network, and no less than five other IAVCEI members. The committee must represent the full range of IAVCEI disciplines, regions and membership, and ensure a balance between gender and demographic composition. One from among this group will be appointed as chairperson by the President.

Nomination process

1. Candidates must be nominated by one IAVCEI member and supported by three other members. Only one of the four members supporting the candidate's nomination may come from the same country as the candidate. In exceptional cases, the *Election Supervisory Committee* may waive this condition after consultation with the EC.
2. Nomination documents are:
 - a) a nomination letter,
 - b) three letters of support, and
 - c) a letter of motivation and CV (maximum two pages for each) from the applicant.
3. If an insufficient number of candidates are proposed (none or only one for a specific position), the outgoing EC may, in consultation with the *Advocating Committee*, nominate candidates for a position for which candidatures are lacking.
4. Nominations must be submitted to the chairperson of the *Election Supervisory Committee* at least six months before the General Assembly to which the nomination process applies.
5. The *Election Supervisory Committee* examines all submitted election proposals and checks whether the nominations meet the requirements of the IAVCEI Statutes and By-Laws. In the event of non-compliance, the chairperson of the *Election Supervisory Committee* will notify the lead nominator and give a limited period to bring the nomination package into compliance.
6. All complete packages will be submitted for election. In exceptional cases and where necessary, the *Election Supervisory Committee* will make selections to ensure that there is a balanced pool of candidates to reduce the likelihood that the EC will be dominated by a particular country, nationality, gender, region or field of interest.

Election process

1. The election process must begin at least three months prior to an IAVCEI General Assembly.
2. The voting process will be carried out anonymously and electronically via the IAVCEI website. It must be completed at least one month prior to the applicable IAVCEI General Assembly.

3. The EC is responsible for establishing a secure online voting site and implementing a procedure to ensure that only IAVCEI members with their membership fees duly paid can vote, and that each member can only vote once.
4. The *Election Supervisory Committee* is responsible for processing the votes and must communicate the results to the President and the Secretary General before the IAVCEI General Assembly at which the results will be announced.
5. In the event of a tie, the EC, in agreement with the *Election Supervisory Committee*, will select the winner from among the candidates who received the same number of votes.
6. The Secretary General will communicate the election results to all IAVCEI members before the General Assembly. The new officers of the EC will be formally appointed during this General Assembly and will take up office on 1 January of the following year to facilitate the transition and close of the fiscal year.

§ 9 Advisory Board

1. The EC receives advisory support from the *Advisory Board* that consists of up to seven people.
2. The members of the *Advisory Board* are appointed by the EC within three months of the elections. The appointment is valid until the next EC elections.
3. The *Advisory Board* includes the following members:
 - the President's immediate predecessor
 - the immediate predecessor of the Secretary General (for the first year after the new EC takes office)
 - the Editor-in-Chief of the Bulletin of Volcanology to gain insight into relationships with IAVCEI members and the publisher
 - one representative from INVOLC (International Network for Volcanology Collaboration)
 - one representative from WOVO (World Organization of Volcano Observatories)
 - one Equity, Diversity and Inclusion (EDI) advisor appointed by the EC.
4. Members of the *Advisory Board* can participate in EC meetings but have no voting rights.

§ 10 Meeting of Members

1. The ordinary *Meeting of Members* takes place once a year. The *Meeting of Members* in years in which there is an IAVCEI General Assembly or an IAVCEI Scientific Assembly, will (usually) take place in person during these Assemblies. Other *Meeting of Members* can take place in the form of an ad-hoc face-to-face event or as an online meeting. Hybrid meetings are also permitted.
2. An invitation to the *Meeting of Members* will be sent to all members that have their membership fee paid for the year in which any given *Meeting of Members* takes place. The invitation must be sent at least four weeks prior to the *Meeting of Members*, and the invitation must indicate the format and agenda of the meeting. If an online or hybrid meeting is held, members must be given access details for the online conference room at least one week prior to the *Meeting*

of *Members*. Members are obliged not to make their access data accessible to any third party and to keep any access information strictly confidential.

3. Resolutions of the *Meeting of Members* can also be made in writing, including by email and/or other forms of electronic communication (e.g., through online voting sites) ("*Sternverfahren*"). The call for resolutions using the *Sternverfahren* system will be made by the Secretary General via email will have an appropriate response period. Such a resolution is valid if at least 10% of the members involved have voted by the deadline and the resolution was passed with a simple majority. After a *Sternverfahren* has been completed, the resolution results will be made known to all members.
4. If the interests of the association require, or if at least 10% of all members request a *Meeting of Members* in writing (stating the purpose and reason for that meeting), then an extraordinary *Meeting of Members* will be called.
5. The EC will convene all *Meetings of Members*.
6. The chairperson of the *Meeting of Members* is the IAVCEI President. If the President is unable to attend, then one of the two Vice Presidents (and/or with the Secretary General) will act as chairperson.
7. If none of the four (President or Vice-Presidents, and/or the Secretary General) cannot be present, then the chairperson will be elected by those members present at the *Meeting of Members*.
8. Every *Meeting of Members* has a quorum regardless of the number of participating members.
9. Resolutions of the *Meeting of Members* will be decided on the basis of a majority of votes cast, unless the IAVCEI Statutes and By-Laws require a different majority.
10. Minutes will be taken for the *Meeting of Members*. These minutes must be signed by the chair of the *Meeting of Members*, as well as the person taking the minutes. The person taking the minutes will be appointed by the President at the beginning of the *Meeting of Members*.

§ 11 Amendment of IAVCEI statutes

1. IAVCEI statutes can only be changed by a vote at the *Meeting of Members* or through an online vote.
2. Each IAVCEI member can – in addition to the application options under [§ 37](#) of the German Civil Code (BGB) – propose one or more changes to the statutes, provided the proposal is in writing and supported by three other IAVCEI members.
3. The EC may propose amendments to the IAVCEI Statutes, as may any IAVCEI commission or network.
4. The EC decides whether a proposal to change the IAVCEI Statutes will be voted-on at a *Meeting of Members*.

5. Changes to the IAVCI Statutes and By-Laws are considered accepted if at least two thirds of valid votes cast are in favour.

§ 12 Liquidation

1. Liquidation of IAVCEI can only be decided in a *Meeting of Members* called for such a purpose. To dissolve IAVCEI, a majority of three quarters of valid votes is required.
2. If IAVCEI is dissolved or abolished, or if tax-privileged purposes cease to exist, the assets of IAVCEI will pass to a legal entity under public law, or to another tax-privileged corporation dedicated to the promotion of science and research, and/or for an agency dedicated to education and vocational training in the field of volcanology.
3. In the case of #2 (§ 12), an extraordinary *Meeting of Members* must be convened. This meeting will decide which corporation (or corporations) will receive the assets of IAVCEI.

By-Laws

§ 1 Duties of IAVCEI officers

1. The Executive Committee (EC) is responsible for supervision of the affairs of IAVCEI and all intrinsic relations with IUGG. The EC should meet during every General Assembly and Scientific Assembly and, if possible, during any other IAVCEI meeting. At other times, the EC will conduct IAVCEI's affairs through email exchanges, online meetings, and/or other forms of communication.

The EC has, among other tasks, the duty to:

- Promote and develop the interests of IAVCEI.
 - Consider proposals to amend IAVCEI Statutes and By-Laws.
 - Fill EC positions that become vacant between elections.
 - Assist in setting the program of, and preparing for, General Assemblies and any other meetings associated with IAVCEI.
 - Appoint the *Election Supervisory Committee*.
 - Appoint the Editor-in-Chief and Editorial Assistant of the *Bulletin of Volcanology*.
 - Review funding applications from IAVCEI commissions, networks, and working groups, as well as from individual members, member groups and affiliated (in the form of a Memorandum of Understanding) bodies.
 - Aid in the organization of committees for IAVCEI conferences, workshops and field trips.
2. The EC shall establish committees, working groups and task groups, as necessary, to address specific aspects of the work of IAVCEI. The EC can select and nominate appropriate IAVCEI members to act as IUGG Liaison Officers during its mandate.
 3. The duties of the President are to:

- Preside over IAVCEI General and Scientific Assemblies and, in consultation with the Secretary General, regulate all business of IAVCEI.
- Sign any and all documents on behalf of IAVCEI.
- Select award committees, in consultation with the EC.
- Appoint the *Advocating Committee*, in consultation with the EC.
- Ensure that all IAVCEI protocols are kept up to date and are followed.

4. The duties of the Vice Presidents are to:

- Assume the chairpersonship of the General and Scientific Assemblies in the absence of the President.
- Take on the presidency if the presidency becomes vacant between EC elections.
- Be the contact for IAVCEI commissions and networks, and ensure that all commissions and networks are active and operating effectively in accordance with the IAVCEI Statutes & By-Laws.
- Manage the preparation and editing of the IAVCEI newsletter and, in consultation with the EC, develop and implement the newsletter publication and distribution model.

5. The duties of the Secretary General are to:

- Deal with all correspondence relating to the affairs of IAVCEI.
- Maintain and ensure archive of all relevant documents.
- Maintain a list of IAVCEI members, while receiving and processing all membership applications.
- Manage IAVCEI funds, and prepare financial reports at the end of any calendar year preceding a General Assembly, while ensuring proper auditing of all accounts in the interim.
- Prepare annual financial and activity reports for IAVCEI members, and for IUGG, in consultation with the EC.
- Publish and distribute IAVCEI annual reports.
- Prepare a budget for each four-year term.
- Prepare the agenda for, and organization of, the *Meetings of Members* (in consultation with the EC).
- Collaborate with other IUGG associations in designing the scientific program of the General Assembly.
- Collaborate with the Local Organizing Committees for the IAVCEI Scientific Assemblies and the "Cities on Volcanoes" conferences.
- Liaise with the Local Organizing Committees of IAVCEI Scientific Assemblies and Cities on Volcanoes conferences regarding hosting IAVCEI conferences; including preparing Memorandums of Understanding with the Local Organizing Committees that outline all financial and organisational responsibilities.

6. The Editor-in-Chief and Editorial Assistant of the Bulletin of Volcanology are generally appointed for four years, with terms of office equal to those of the EC. In exceptional circumstances, the mandate may be extended on an annual basis up to a maximum of six years by agreement between the Editor-in-Chief and the EC. The Editor-in-Chief and the Editorial Assistant have the following tasks:

- Managing the receipt of manuscripts and their forward handling to associate editors for timely entry into the peer-review system.
- Maintaining high standards of content, format and presentation of the Bulletin of Volcanology and papers therein, and for developing journal style and initiatives.
- Signing documents on behalf of IAVCEI relevant to the Bulletin of Volcanology.

- Appointing associate editors. The term of office of an associate editor is usually no more than four years.
- Appointing of deputy, special and guest editors.

§ 2 Commissions and Networks

1. In order to initiate a commission, a group of members with common but clearly defined research interests must submit a proposal to the Vice Presidents. The EC will then decide whether to accept the application. Commissions may also be initiated by the EC to fill a need or gap in IAVCEI's research activities by contacting groups of members to encourage them to form a commission.
2. To initiate a network, a group of members who are linked by more than just research interests, must submit a proposal to the Vice Presidents. The EC will then decide whether to accept the application. Networks may also be initiated by the EC to fill a need or gap in IAVCEI's activities.
3. Each commission or network must have an active leader or chair (point of contact) and a board, which may include a vice chair, secretary and/or webmaster.
4. Commissions must include at least one Early Career Researcher in their board, and leaders and boards must encourage participation of Early Career Researchers in the commission's activities.
5. Commissions and networks must include an Equity, Diversity and Inclusion (EDI) officer in their board who can promote EDI interests in all initiatives and events organized by the commission or network.
6. Elections for the leader(s) and board(s) must be carried out by the IAVCEI members of a respective commission or network at least once during each EC term. These elections can take place during physical or virtual meetings and/or via an online ballot. Candidates and voters must have their IAVCEI membership fee paid for the year in which the elections are taking place. Each member has only one vote. Re-election of leader(s) and/or board members is possible.
7. The leader(s) and board members of commissions and networks must be IAVCEI members at the very least for the duration of their term and are encouraged to promote IAVCEI membership within their commission or network. In the case of inter-association (joint) commissions, mandatory IAVCEI membership applies only to the IAVCEI leader(s) and/or representative officers.
8. The commission and network leader(s) and board(s) are tasked with promoting advances in volcanology by coordinating affiliate members, organizing workshops or meetings (in person and/or online), and promoting the organization of working groups to study specific topics if necessary. These activities must be organized at least once every two years.
9. Commissions and networks are expected to organize workshops, field trips and/or seminars during IAVCEI conferences and/or at specific times and locations of their discretion. The leader(s) of a commission or network planning an event must inform the IAVCEI General Secretary at an early stage, and before general announcement.

10. Upon request, IAVCEI may support the activities of its commissions and networks through financial support. Further information regarding support can be found on the IAVCEI website. Technical support for webinars or virtual activities can also be provided. Participants in meetings, workshops and webinars can be IAVCEI members or non-members.
11. Communication of commission and network activities, including upcoming workshops and events at IAVCEI conferences, must be made broadly, and must include – but is not limited to – IAVCEI social media and emails to IAVCEI members, announcement in the newsletter, and via the dedicated commission/network space on the IAVCEI website.
12. Commissions and networks must keep an up-to-date list of members.
13. Commission leaders and boards are expected to promote collaboration with other commissions, thereby strengthening the multidisciplinary potential of IAVCEI.
14. Commission leaders and boards are expected to organize (or co-organize) meetings and workshops that contribute to the Scientific and General Assemblies of IAVCEI/IUGG, and encourage participation by their members.
15. Commission and network leaders will be invited each year by the IAVCEI Vice Presidents to fill out a questionnaire regarding activities. Results will be announced via the end-of-year newsletter. IAVCEI also expects a report within one month after any commission or network event to appear in the newsletter.
16. If IAVCEI commissions or networks organise a collection of articles, the related special issues should be published in the Bulletin of Volcanology or in books at other IAVCEI-affiliated publishers.
17. Commission and network leaders are expected to participate in a dedicated meeting, organized by the IAVCEI EC, at any IAVCEI Scientific or General Assembly.
18. Commissions or networks may be terminated at the discretion of the IAVCEI EC if the above guidelines have not been followed for two years.

§ 3 Working groups, task groups and other committees

1. The EC may establish working groups, task groups or other committees concerned with the international promotion of relevant research, activities or communities.
2. Commissions, networks, membership groups or the EC may propose the formation of working groups or task groups to explore research interests or other activities related to any commission, network or IAVCEI issue or activity.
3. At the end of the term of office, the working or task group leaders must report to the EC with a summary of their work, results, findings and/or recommendations.

§ 4 Change and interpretation of the rules of procedure

1. Changes to these By-Laws can only be implemented by a vote by members at an IAVCEI General Assembly, or through an online voting system.

2. Changes will only be made if at least two thirds of the valid votes cast are in favour.
3. Any IAVCEI member may propose one or more amendments to the By-Laws, provided the proposal is in writing and supported by three other IAVCEI members.
4. The EC may propose changes to the By-Laws, as may any IAVCEI commission or network.
5. The EC decides whether a proposal to change the By-Laws will be applied and voted-on at a physical or online meeting.

§ 5 Awards

1. Rules and requirements of qualification for, and nomination of, IAVCEI Awards are set out on the IAVCEI website. These rules and requirements bind both nominees and nominators.