



CONSTITUTION

**EUROPEAN DENTAL
STUDENTS' ASSOCIATION**

LAST UPDATED: 2019

MEMORANDUM

Founded as the European Community Dental Students Committee in Paris, France, on 21 November 1988.

Constitution

Reformed as European Dental Students' Association in Bucharest, Romania, March 1997. Adopted by the Committee at the 1st meeting of the EDSA, Paris, France, November 1988. Amended at the 3rd meeting, Amsterdam, Netherlands, September 1989. Further updated and revised for the 9th meeting, Athens, Greece, March 1992. Adopted with substantial revisions at the 19th EDSA Meeting in Bucharest, Romania, March 1997. Adopted with substantial revisions at the 57th EDSA Meeting in Coimbra, Portugal, March 2016. Adopted with substantial revisions at the 60th EDSA Meeting in Vilnius Lithuania, August 2017. Adopted with substantial revisions at the 63rd EDSA Meeting in Kazan Russia, April 2018.

Regulations

Adopted at the 1st meeting Paris, France, 21 November 1988.

Updated at the 3rd meeting, Amsterdam, Netherlands, September 1989. Further amended and updated for 9th meeting, Athens, Greece, March 1992. Further amended at the 15th meeting, Stockholm, Sweden, March 1995. Further amended at the 16th meeting, Belfast, UK, September 1995. Further amended at the 19th meeting, Bucharest, Romania, March 1997. Further amended at the 33rd meeting, Dublin, Ireland, April 2004. Further amended at the 39th meeting, Amsterdam, The Netherlands, April 2007. Further amended at the 40th meeting, Dublin, Ireland, September 2007. Further amended at the 41st meeting, Varna, Bulgaria, April 2008. Further amended at the 42nd meeting, Zagreb, Croatia, September 2008. Further amended at the 57th meeting, Coimbra, Portugal, 2016. Further amended at the 60th meeting, Vilnius, Lithuania, 2017. Further amended at the 62nd meeting, Oslo, Norway, 2018.

Standing Orders

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DEFINITIONS

- **abstaining:** formally decline to vote either for or against.
- **association:** pseudonym for the European Dental Students' association as a collective.
- **assembly:** the vote entitled people seated during an active plenary session during a meeting.
- **executive:** the members of the Executive Committee and Officers
- **externals:** individuals that are allowed to observe after the approval of General Assembly (GA) but not allowed to speak during the assembly
- **guidelines:** an external document that corresponds with the constitution and describes procedure.
- **observers:** individuals from non-member organisations or faculties who must gain the permission of the assembly to attend and speak before commencement.
- **officers:** the members of the Officers committee
- **officials:** Members of the ExCo, Officers and SupCo
- **official delegates:** the vote entitled official representative of every officially registered country
- **team of officials:** members of either the ExCo, Officers or Supervisory Committee.
- **regulations:** an external document that corresponds with the constitution and describes procedure.

THE ASSOCIATION

Article 1: The Association

1. The name of the organisation is: EUROPEAN DENTAL STUDENTS' ASSOCIATION (EDSA) hereinafter referred to as the "association".

Article 2: Legal status

1. Incorporation
 - a. The association is established as a European organisation.
2. Registered Offices
 - a. The registered offices of the association are established in the Dublin Dental School and Hospital, Trinity College, Dublin, Ireland.
3. Dissolution of the organisation
 - a. The association may be dissolved only at a special session of the general assembly convened for this purpose. Dissolution shall require three-fourths of the official delegates present at such a session and have to represent at least three-fourths of the member countries. Upon dissolution the assembly shall determine the liquidation of assets of the association.

Article 3: Fundamental Principles

1. Independence, implying the non-submission of the association to political parties, companies, state or religious organisations, or any other organisations which, because of their character, decrease the independence of the association or of its constituent bodies.
2. Democracy, implying the respect for majority decisions, taken in accordance with the Constitution.
3. Respect for the general principles of international law.

Article 4: Objectives

1. The association is a non-political organisation whose objectives are:
 - a. To promote the interests of dental students within the European region, acting as their regional association within Europe.
 - b. To encourage and promote exchange programmes within the European region.
 - c. To create a platform for the formulation & exchange of students' thoughts, proposals & innovations.
 - d. To facilitate a network which permits collaboration between European dental schools on prevention, global health and other student-led projects.
 - e. Safeguard and protect the rights of the dental students.

Article 5: Activities

1. The committee shall pursue its objectives by:
 - a. Representing the so called committee to the EU and other European authorities and institutions.

- b. Establishing and developing close relations with professional, academic authorities and associations.
- c. Promoting excellence in education and patient care.
- d. Promoting the harmonisation of course length and post-graduate requirements.
- e. Promoting the harmonisation of language requirements.
- f. Promoting and supporting the interests of dental students.
- g. Promoting and supporting the development of member associations on a national and local level.
- h. Producing and distributing appropriate EDSA publications, scientific and otherwise.
- i. Developing and help initiatives which concern the promotion of oral health, the union of the profession and the teaching of dentistry.

Article 6: Organisation

- 1. Headquarters
 - a. The Headquarters of the association shall be maintained in such a place as may be designated by the assembly.
- 2. Language
 - a. The administrative language of the association is English. The official versions of the Constitution, Regulations and Standing Orders for meetings of the Committees shall be in English, as shall be the official versions of all meeting and other documents.

Article 7: Members

- 1. Classification
 - a. Full Members
 - i. Full Membership of the association shall be open to all national dental students' organisations/local dental students' organisations and local dental schools within the European region, provided they approve and agree to abide by the Constitution of the association to meet all the membership conditions.
 - 1. National associations of Dental Students, which collectively represent the majority of dental students of local associations at schools or faculties in a country.
 - 2. An organisation representing a minority of dental students in a country in which no national dental organisation exists, or where a larger national dental students association in the country does not want to affiliate to the association.
 - 3. Individual local dental students' organisations in countries where no national dental students union exists. These organisations shall be allowed to collectively apply to the association.
 - b. Honorary Lifetime Members
 - i. Honorary Lifetime members shall be a small number of certain individuals, either former members of the association, or other individuals who have been of exceptional and exemplary service to the association. The conference of Honorary Lifetime membership shall be at the discretion of the assembly to recognise the work of these individuals who have made an outstanding contribution to the association. A list of these individuals is managed by the

General Secretary. A Public Announcement should be produced by the General Secretary, stored in the minutes and published on the website.

1. Any official delegate can nominate an individual to be recognised as honorary lifetime member.
2. A nominee will be taken into consideration if the assembly agrees on starting the selection procedure.
3. If the nominee is accepted for the selection procedure by an absolute majority vote, a committee is selected by the assembly to research the nominee.
4. The committee exists out of members from different countries than the nominee and has a minimum of three members.
5. The committee will present their findings during the consecutive meeting where a final vote with three-fourths majority will be taken to accept someone as honorary lifetime member.

c. Alumni

- i. Individuals who have attended EDSA meetings and/or have been part of a local or national member organisation are considered Alumni. As such Alumni may be invited to hold presentation for EDSA delegates on their current area of interest/research at future EDSA meetings or congress. A list of these individuals is managed by the General Secretary. A Public Announcement should be produced by the General Secretary, stored in the minutes and published on the website.

2. Conditions of Membership

- a. The application for membership shall be pursued and primarily accepted by the Executive of EDSA and finally accepted by the General assembly with a simple majority vote subject to Regulations, Chapter 1, Section 5.
- b. For the purpose of this Constitution, the European region is defined as those countries included in the World Health Organisation Regional Office for Europe.
- c. Each Full member organisation is entitled to have one official delegate in the meeting.
- d. In case of several full member associations in one country, the associations may come to an agreement internally to vote via the single, elected official delegate.
 - i. The official delegate should always be a dental student representative from a member association with a good financial standing.
 - ii. If no agreement is reached, the SupCo shall make the final decision.
 - iii. All official delegates must sign the Code of Conduct prior to every meeting.
 - iv. If multiple organisations within a country desire the role of official delegate, the SupCo will decide the ranking delegate during conflicts.

3. Lapse of membership

- a. If a full member organisation fails to have a representative at two consecutive EDSA meetings, (a period of one calendar year) they will receive an official warning, stating they lose their voting rights for the next meeting.
- b. If the warned member is present and active during the consecutive meeting (third) their voting rights will be reinstated in the fourth consecutive assembly.
- c. If there was no presence during the third but there is attendance during the fourth meeting, they must address the general assembly with a motivation why their voting rights

should be reinstated, upon which a vote will be taken as the last order of business before the closure of the meeting.

- d. If a full member organisation fails to have a representative at four consecutive EDSA meetings their full member status will be revoked. The member will be informed about their expulsion by the Executive.
 - e. A country can appeal this ruling by addressing the assembly without the guarantee that the appeal will be honoured.
4. Suspension of membership
 - a. A full member organisation, or any delegate from that organisation (including the official national delegate) may be suspended for any period of time deemed appropriate by the Executive due to significant distrust, dysfunctioning, for bringing the EDSA into disrepute or by acting in a way which is contrary to the values of EDSA by decision of the GA in accordance to the regulations.

Article 8: Legislation

1. Legislative Authority
 - a. The legislative and governing authority of EDSA shall reside in the assembly.
2. Assembly
 - a. The affairs of the EDSA shall be managed by the assembly.
 - b. The assembly shall consist of official delegates from each member country. An updated list should be available at all times.
3. Meetings
 - a. The association shall hold meetings of the assembly at least twice every year, once in April once in August. Each meeting shall be divided into such numbers of sessions as the Executive decides.

Article 9: The Executive

1. Composition
 - a. The Executive Committee shall consist of the following: President, Vice-President of External Affairs, Vice-President of Internal Affairs, General Secretary, Treasurer, Vice President of Public Relations, Community Manager and the President Elect.
 - b. The Officers shall consist of the following : Policy Officer, European Visiting Programme, Research, Prevention, Training and Volunteer Work.
 - c. No more than two members of the Executive shall be of the same country, unless approved by the GA at the time of elections.
2. Elections:
 - a. The members of the Executive shall be elected by the Assembly at the summer meeting of each year. Anyone wishing to run for a position on the Ex-Co must submit an application letter as such including a CV at least 3 weeks before the meeting at which the elections will take place. The call for applications will be issued 90 days before the summer assembly. Any application received by the ExCo will distributed to all delegates, at least one week before the meeting.

- b. If one position is not fulfilled during the election process of the summer meeting, it is merged with the position immediately before, following the order stated in **Article 22 Duties of the Executive**. This would be valid for the full prospective term, with the exception of President Elect.
 - i. In the event that a president elect is not elected, the role of president would be open for application at the summer meeting.
- 3. Eligibility
 - a. At the time of their election the Executive of the association shall be members of a Full or Prospective member Organisation and shall be a dental student in an undergraduate or postgraduate program. People who have graduated up to one calendar year prior to the time of elections are considered valid candidates, provided they originate from a Full member organisation.
- 4. Responsibility
 - a. The members of the Executive shall be elected by the assembly at the summer meeting of each year, except for the President-elect who is elected during the spring meeting for whom the same procedure applies.
 - i. Anyone wishing to run for a position on the ExCo must submit an application letter and a CV at least 3 weeks before the meeting at which the elections will take place.
 - ii. The call for applications will be issued 90 days before the summer assembly by the President.
 - iii. Any application received by the ExCo will be distributed to all delegates, at least one week before the meeting.
 - b. After being elected, the members of the new Executive shall sign the contract relevant to their position.
 - c. If no individual has applied for a given position, any member may stand up and apply directly during the meeting without prior notice.
 - d. If an individual chooses to apply for the Executive without prior notice for a position for which an application has already been announced, they are considered an "alternative candidate" after the assembly has authorised their application via a motion.
- 5. Year of office
 - a. The year of office is the period between two summer meetings of the assembly.
- 6. Resignation
 - a. In the event of a member of the Executive resigning, the Executive shall have the power to fill the vacancy so created. The new member shall continue in office until the next election. If the person in question happens to be the President, the vacancy shall be taken over by, in order; Vice-President of External Affairs, Vice-President of Internal Affairs, General Secretary.
- 7. Expulsion
 - a. In the event of a member of the Executive failing in their duties, during the year, the rest of the Executive Committee, if all agree, or on receipt of an affirmative mail ballot concerning the matter of two-thirds of all Full members, have the power to relieve them of their duties and fill the vacancy so created until the next election.

- b. The Executive shall be responsible to the assembly, according to their responsibilities described in the regulations.
- 8. Incompatibility of capacities
 - a. The officials shall not serve as delegates in the assembly during their term of office.

Article 10: Amendments to the Articles

- 1. The constitutional articles may be amended by the GA, provided that written notice of the intent of the amendment has been announced to all members not less than sixty days prior to that meeting of the assembly to which the amendment will be considered. If the amendment is carried by a three-fourths majority of those present at the assembly and voting, it takes effect at once. If the amendment cannot establish a three-fourths majority, it is then rejected.

ASSEMBLY

Article 11: Calling of the assembly

- 1. Special Meeting
 - a. The Committee shall hold a Special Meeting at the request of:
 - i. The Executive Committee
 - ii. Any official delegate proposing a motion with two seconders according to the regulations.
 - b. The call for a Special Meeting shall be issued by the General Secretary not less than sixty (60) days in advance of such meeting. Business transacted at any special meeting shall be limited to that stated in the official call for such a meeting, except by unanimous consent of those present and voting. The time and place of a Special Meeting shall be determined by the Executive.
 - c. An online meeting is also considered a Special Meeting and shall be regulated thuswise. An added exception is that the online meeting can be vetoed by any country.
- 2. Board of Delegates
 - a. At any meeting, the assembly may vote to have a closed session and meet as the Board of Delegates (BoD).
 - b. The Board of Delegates consists of:
 - i. All Official National Delegates;
 - ii. The members of the Executive;
 - iii. At least one member of the SupCo;
 - c. Externals
 - i. Each Official National Delegate has the right to invite one external from the same country as the Official National Delegate
 - ii. The executive as a whole has the right to invite an unlimited number of externals
 - iii. No vote may be taken whilst externals are present at a BoD meeting
 - iv. The session will be closed to all other external members
 - d. Operation:
 - i. The President of the ExCo moderates the BoD;

- ii. BoD meetings are supported by the General Secretary who will produce a minute of the meeting for the attendees;
 - iii. Meetings may be convened by the President of the ExCo, at least 10 working days in advance;
 - iv. May request a Meeting of the BoD, the General Assembly, the President of the Executive Committee or two-thirds of their voting members;
 - v. The BoD shall ordinarily meet at least two times by mandate, prior to the General Assemblies;
 - vi. In a situation of manifest urgency, the BoD may be summoned whenever needed provided that a quorum of two-thirds of its voting members is guaranteed.
- e. Competences
- i. To discuss EDSA's Policies, to be ratified by the General assembly;
 - ii. To discuss matters of educational policy relevant to the EDSA;
 - iii. Issue reports whenever requested by any EDSA structure;
 - iv. To resolve the constitution or participation of EDSA in other organisations governed by public or private law, whether profit driven or not;
 - v. Define the articulation of EDSA with other institutions representative of the associative movement;
 - vi. Discuss on the creation of autonomous organs and sections;
 - vii. Deliberate on any matters of importance in urgent situations that manifest for the EDSA;
 - viii. Deliberate on the Official National Delegate of a Country in case of dispute, after been given opportunity to each candidate to present their case;
 - 1. the ultimate decision of whom shall assume the role of the official national delegate shall lie with SupCo.
 - ix. Draw up proposals to amend EDSA's Constitution.

Article 12: Composition and Rights

1. The assembly shall be composed of:
 - a. The Executive
 - i. ExCo
 - ii. Officers
 - b. Delegates: are dental students representing their country
 - i. The Official National Delegate: one of the Delegates of each country is the official national delegate with whom lies the voting power for said country.
 - c. Observers are people from member organisations (non dental students), non-member organisations or faculties who must gain the permission of the assembly to attend and speak before commencement.
 - d. Externals are people from non-member organisations who must gain the permission of the assembly to attend before commencement (they can not speak).
2. Rights
 - a. The right of voting is available to the official delegates.
 - b. The Executive as a whole have one vote.
 - c. The right of speaking is for everyone that has the right to be present at the assembly.
 - d. The right to propose motions is limited to the official national delegates and the executive as a whole.

Article 13: Voting

1. Every voting member of the GA has to cast a vote whenever a voting is called.
2. The executive has a vote as a whole and all official delegates have one vote per country.
3. Voting members can vote either "For", "Against" or "Abstain".
4. A voting session is only considered valid if Abstain votes do not represent more than 50% of the total number of voting members present.

Article 14: Plenary Team

1. The Plenary Team (PT) is elected to conduct the discussions and voting of assembly affairs impartially.
2. The PT exists of a chairman, a vice-president and a secretary.
 - a. The Secretary of the assembly is the General Secretary of EDSA or another qualified person appointed by the assembly. The Secretary shall maintain the official roll call of the delegates, and ensure the taking and preservation of the official minutes
 - b. A chairman should have the experience of either Official Delegate or former executive and are currently not in such office
3. If there is a discussion of interpretation about the constitution either internally within the PT or by the assembly, the SupCo will give their deciding interpretation.
4. It is the responsibility of the PT to maintain the anonymity (where at all possible) and validity, as set out in the constitution. All votes shall be stored in the EDSA archives and available to official delegates upon request.

Article 15: Quorum

1. Half of all EDSA Official Delegates shall constitute a quorum for the transaction of official business at any meeting or special meeting of the assembly.
2. Four of the members of the Executive Committee need to be present.

Article 16: Powers and duties of the assembly

1. The assembly shall:
 - a. Be the supreme legislative and governing body of the EDSA.
 - b. Have the sole power to enact, amend or request the Articles, Regulations and Standing Orders.
 - c. Has the right to suspend certain parts of the constitution for a given period of time according to the regulations.

EXECUTIVE

Article 17: Powers and duties

1. The Executive shall:
 - a. Be the administrative body of the assembly
 - b. Promote the interests and ideas of the association in accordance with the Constitution
 - c. Carry out such duties as assigned by the Constitution and the assembly
 - d. Carry out appropriate investigations with respect to the admission of new members and then nominate such Organisations for membership and report such nominations at a meeting of the assembly.
 - e. Preserve and maintain all property and official records of the assembly and the association, except as otherwise stated in these Regulations.
 - f. Direct and manage the EDSA Publications.
 - g. Advise the Meeting Committee established by the assembly, concerning the organisation of the scientific and social programme of the Meeting.
 - h. Present a budget and plan of activities for the forthcoming year within 90 days of the summer meeting of the assembly for approval by the members.

Article 18: Assistance of the Executive

1. The Executive shall have the power to appoint assistants as deemed necessary.

Article 19: Meetings of the Executive

1. The Executive shall meet at least three times annually. The time and place shall be determined by a majority vote of the members of the committee. One meeting shall be held immediately after the summer meeting at which the Executive is elected. This first meeting shall be held together with the former Executive. The Executive shall meet the day before each meeting of the EDSA assembly. Further meetings may be held as deemed necessary and in accordance with the finances.

Article 20: Rules of procedure within an Executive meeting

1. Quorum for meetings of the Executive shall be five Executive Committee members and at least two Officers.
2. Chair: The President shall take the chair to open the meeting and preside at the meetings, in their absence any other Officer may take the chair.
3. Minutes: Minutes of every meeting shall be taken by the Secretary, or in the account of their absence, by any other member of the executive or official national delegate.
4. Voting: Decisions taken by the Executive will be agreed upon by a simple majority vote.

Article 21: Expenses

1. The necessary expenses incurred in the frame of work for the Executive shall be reimbursed by the Association on submission of official receipts.

2. All financial transactions must be approved at least by the President and Treasurer.
3. The necessary expenses are stated in the annual budget and voted upon by the GA.
4. The GA, in accordance with the approved annual budget, shall send appropriate members of the executive to represent the association to such external organisations as approved by the assembly. This delegate shall be the member who resides the closest to the hosting country. If necessary this responsibility may be delegated to the delegate of a full member, who must make their report to the assembly at the next consecutive meeting.

Article 22: Duties of the Executive

1. President: It shall be the duty of the President:
 - a. To serve as the principal official representative of the association in its relations with governments, the dental professions, dental schools, dental organisations and other international organisations.
 - b. To preside at all official functions of the Committee, at the opening of Committee meetings, Executive meetings and the EDSA Congress.
 - c. To direct the work of the Executive and share the responsibility of their work.
 - d. To countersign the financial documents.
 - e. To submit biannually a written report on their activities on behalf of the association during their year of office, and their recommendations to the assembly.
 - f. To have a casting vote in the event of a tied vote in the internal executive meeting.
 - g. To carry out such other duties as are assigned by the assembly, the Constitution and Regulations, and as custom and usage require of a presiding officer with the approval of the Executive.
 - h. To ensure that all decisions and all actions are taken in accordance with EDSA regulations and the rule of law.
 - i. To mentor the President-Elect to ensure a smooth transition to the next Executive.
 - j. To release a call for the Elections and to organise them.
 - k. After leaving office, the retiring President shall advise the Executive as an assistant for one year. After adoption of the President's report there shall be no voting regarding the President becoming advisor (immediate Past -President).
2. Vice-President External Affairs:
 - a. To assist the President in the representation to governments, the dental professions, dental schools, dental organisations and other international organisations.
 - b. To enrich EDSA's strategy and activities by providing an insight based on the interaction with partner organisations.
 - c. To submit biannually a written report on their activities on behalf of the association during their year of office, and their recommendations to the assembly.
 - d. To represent the association if the President is unable to attend Executive, assembly and other meetings.
 - e. To take over the post of President in the event of the President's resignation.
 - f. To carry out other such duties as assigned by the assembly, the Executive, the Articles and Regulations as are required of an Officer holding the post of Vice-President.
 - g. To be responsible for maintaining contacts with affiliate associations and developing new synergies.
 - h. Be responsible for the coordination of EDSA representation and advocacy activities.

- i. Be responsible for the coordination of EDSA Policy work.
 - j. Monitor the public consultations and calls for working groups of the European Commission and European official bodies together with the Public Health and Scientific Officers.
- 3. Vice-President Internal Affairs:
 - a. To be responsible for the coordination and supervision of the officers.
 - b. To assist the President in the coordination of other Executive members.
 - c. To report about the department of Internal Affairs to the Executive Committee.
 - d. To help maintain the contact with the National Delegates together with the Secretary if needed.
 - e. To administer the mailing list to ensure the proper execution of EDSA projects and processes.
 - f. To manage the EDSA Support Fund and prepare a summary of the credentials of the applicants.
 - g. To supervise EDSA project that are focused on internal matters (capacity building, continuity, etc.).
 - h. To contribute to the management of communications between official delegates and the executive.
 - i. To submit biannually a written report on their activities on behalf of the association during their year of office, and their recommendations to the assembly.
 - j. To seek out new members for the EDSA.
- 4. General Secretary:
 - a. To serve as the Secretary of the assembly and the Executive.
 - b. To ensure the taking and circulation of the official minutes of the assembly and of the Executive.
 - c. To preserve and maintain the official minute book.
 - d. To assist the VPI in the management and operation of the mailing list and EDSA Google Group.
 - e. To circulate the Agenda and Minutes of the previous meeting to all Full Member Countries at least thirty days before the session of the General assembly.
 - f. To be in liaison between the Executive and Congress Committee.
 - g. To submit biannually a written report on their activities on behalf of the association during their year of office, and their recommendations to the assembly.
- 5. Treasurer:
 - a. To serve as custodian of all monies and securities of the association and to receive, hold, invest or disburse these at the direction of the Executive, except as otherwise stated in the Constitution.
 - b. To sign all receipts, cheques, banking instructions and other financial documents, provided that payments and withdrawals from the bank and other accounts shall not exceed the amount fixed annually by the assembly.
 - c. To preserve and maintain the financial records of the association.
 - d. To present to the assembly at the end of their year of office the audited balance sheet and accounts for the year.

- e. To develop a sponsoring framework, to manage the financial aspects, assist the President and Vice-President for External Affairs with the sponsorships.
 - f. To pay the office-bearer only such expenses as they can account for receipts.
 - g. To be subject to external audit once every fiscal year.
 - h. To submit biannually a written report on their activities on behalf of the association during their year of office, and their recommendations to the assembly.
6. Vice-President for Public Relations:
- a. To edit, arrange and make the EDSA Magazine outline in cooperation with a co-editor if need be. Co-editor would be appointed by the President after notification from the Editor.
 - b. To edit and publish the EDSA newsletter at least 4 times in a year.
 - c. To contribute to the external activities, including policy work, of EDSA by producing appropriate communication materials.
 - d. To administer the website and ensure its relevance to external stakeholders.
 - e. To assist the President and the Vice-President for External Affairs in their relations to governments and official bodies, notably by arranging press releases.
 - f. To develop and enforce a communication strategy aimed at reinforcing the external influence of EDSA and its members.
 - g. To ensure that fundamental documents of the association are available online and readily accessible.
 - h. To select and proofread final material for EDSA materials.
 - i. To maintain the correspondence with publishers of EDSA resources. (magazine, newsletter, website).
 - j. To submit biannually a written report on their activities on behalf of the association during their year of office, and their recommendations to the assembly.
 - k. To carry out such other duties as are assigned by the General Assembly, the Executive Committee, the Articles and Regulations as appertain to the position of Magazine Editor.
7. Community Manager
- a. To operate all social media accounts of the association in collaboration with other members of the Executive.
 - b. To animate the network of EDSA members and to ensure the diffusion of relevant information to them.
 - c. To interact with other organisations and stakeholders on social media.
 - d. To develop the digital influence and identity of EDSA.
 - e. To operate the Research Platform in collaboration with the Scientific Officer.
 - f. To maintain contact with National Delegates and broadcast information and documents as requested by other members of the Executive using social media platforms and the mailing list.
 - g. To administer the mailing list and EDSA Google Group.
 - h. To edit, arrange and make the WWW page outline in cooperation with co-editor.
 - i. To make suggestions on the visual identity of association materials.
 - j. To select and proofread all final material for the WWW page.
 - k. To ensure that fundamental documents of the association are available online and readily accessible.
 - l. To maintain the correspondence with the WWW page builder.

- m. To submit biannually a written report on their activities on behalf of the association during their year of office, and their recommendations to the assembly.
 - n. To carry out such other duties as are assigned by the General Assembly, the Executive Committee, the Articles and Regulations as appertain to the position of Web media manager.
8. President Elect
- a. The President Elect shall join the Executive after their election during the Spring meeting.
 - b. To job-shadow the president and other members of the Executive in their relevant activities.
 - c. To introduce themselves to the partner organisations and sponsors.
 - d. To develop a general policy for the term to come and submit it during the Summer meeting following one's election.
 - e. To submit annually a written report on their activities on behalf of the association during their year of office, and their recommendations to the assembly.
9. Policy Officer
- a. To coordinate the creation of policy documents for EDSA.
 - b. To ensure the alignment of EDSA policy documents and EDSA's core aims.
 - c. To work with the officials of EDSA to:
 - i. Ensure appropriate representation of delegates in the policy making process.
 - ii. Ensure that the policies are well advocated among partners and stakeholders.
 - d. To feedback from the plenary team to the officials of EDSA.
 - e. To promote the spread of knowledge regarding policy making among delegates.
 - f. To submit biannually a written report on their activities on behalf of the association during their year of office, and their recommendations to the assembly.
10. European Visiting Programme (EVP) Officer
- a. To prepare materials for EVP promotion and send it to all delegates (presentations, brochure, etc.).
 - b. To contact delegates, whose faculties don't participate in EVP and motivate them to participate.
 - c. To request delegates to sign the EVP contract when making an exchange.
 - d. To delegate members for promoting EVP in their Associations.
 - e. To ask for feedback from students who have participated in EVP.
 - f. To submit biannually a written report on their activities on behalf of the association during their year of office, and their recommendations to the assembly.
11. Research Officer
- a. To promote research amongst EDSA members.
 - b. To create research-oriented projects for EDSA members.
 - c. To develop and supervise the collaboration between EDSA and scientific organisations.
 - d. To submit biannually a written report on their activities on behalf of the association during their year of office, and their recommendations to the assembly.
12. Prevention Officer
- a. To be responsible for pursuing new prevention-oriented projects within EDSA.
 - b. To be responsible for the online and onsite prevention and oral-health promotion projects.

- c. To submit biannually a written report on their activities on behalf of the association during their year of office, and their recommendations to the assembly.

13. Training Officer

- a. To look for more projects with Training purposes in the future.
- b. To supervise the training program of the EDSA meetings by sending the registration form and evaluation form to the participants and allocating them to the meeting sessions.
- c. To submit biannually a written report on their activities on behalf of the association during their year of office, and their recommendations to the assembly.

14. Volunteer Work Officer

- a. To design resource-efficient and sustainable volunteer projects respecting strictly the EDSA Volunteer Project Protocol.
- b. To take care of the fundraising for the projects.
- c. To raise awareness for the projects and do use all promotion channels that are possible with the help of VPPR.
- d. To work closely with the national arm of the projects.
- e. To delegate and coordinate the tasks between the members of the project.
- f. To assist the national/local associations to create resource-efficient and sustainable volunteer projects with the help of the EDSA Volunteer Project Protocol.
- g. To submit biannually a written report on their activities on behalf of the association during their year of office, and their recommendations to the assembly.

SUPERVISORY AND ADVISORY COMMITTEE (SUPCO)

Article 23: Composition and election

1. The Supervisory Committee, from here on referred to as SupCo, is composed of three members at all times. Members shall have held ExCo, Officers or Official National Delegates positions in the past 5 years at their date of nomination. ExCo and Officers currently in office are barred from being elected or appointed to SupCo positions.
2. Members of the SupCo shall be elected as follows
 - a. One member is to be appointed by the ExCo.
 - b. One member is to be elected by the GA on a simple majority vote and eligible members shall propose their application during the GA.
 - c. One member is to be appointed by the SupCo.
3. Voting upon the proposed candidates shall be operated during the GA. Applications shall be supported by a CV and an oral presentation.
4. Appointed members shall be formally appointed by the President during the GA.
5. The elected member shall be elected through a simple majority vote.
6. Duration of the term is to be of a maximum of 3 years. Only one term shall be granted.
7. Any member of SupCo may resign at all times and the new member shall be elected in the same way as initially elected or appointed.
8. The election or appointment of the new members will be done upon the consecutive meeting.

Article 24: Powers and duties

1. The SupCo shall have the capacity to request and be granted access to all official documents and legal paperwork in order to investigate potential misconduct of the executive.
2. SupCo members have the authority to act autonomously from one another so that one may pursue investigations despite the opinion of the two others.
3. The SupCo is entitled to any action in order to uphold the respect of the Constitution and Regulations. This point shall be raised before the GA.
4. At least one member of the SupCo must be physically present during General Assemblies Meetings.
5. If none of the current SupCo members are able to attend the meeting, a temporary SupCo delegate can be initiated to preserve their power and continue their responsibilities.
6. Travel and registration expenses shall be paid for by the association for only one SupCo member or the temporary delegate. In case of multiple applicants, the SupCo shall hold an internal vote on this matter. In case of a tie vote, the President of the association shall decide.
7. The SupCo may have cases referred to it by a member or take them up of its own initiative. Members shall refer cases before the SupCo by the means of an official letter of request.
8. The SupCo has the power to temporarily suspend a member of the executive if serious misconduct is suspected. Such process is to be confirmed by an internal simple majority vote within the SupCo.
9. If a criminal activity is confirmed it is the duty of SupCo members to collaborate with relevant law-enforcement officials.
10. The results of any investigation must be presented to the GA during the next consecutive meeting.
11. In addition to its supervisory powers, the SupCo can also deliver counsel when and when not asked for by the GA or by the ExCo and Officers.
12. The SupCo must deliver a mandatory report during every GA to present their achievements.

Article 25: Expulsion

1. In the event of an SupCo member failing in his or her duties, the GA has the power to relieve them from the position by a two-thirds majority vote of present members as long as the quorum is established. Such process shall be conducted through a motion. The vacancy is to be filled immediately following regular rules of elections.

Article 26: Finance

1. The sources of income of the association shall consist of:
 - a. Subscriptions due to EDSA Fee, which is €30 per person
 - b. Grants or subsidies
 - c. 50% of profits after successful completion of a meeting
 - d. All other assets and profits approved by the assembly
2. Support Fund
 - a. The support fund is available to any active official delegate of EDSA who cannot source funding for their registration fee. Evidence from the faculty or association must be provided

to the Vice-President of Internal Affairs that confirms the school will not be reimbursing the EDSA fee. An official delegate can only receive the fund on one occasion.

- b. The support fund is available to every official who cannot source funding for their registration fee. The funds are available for the duration of their term if they provide evidence from their faculty or association confirming that they will not be reimbursed for their EDSA attendance.
3. Financial year of office
 - a. The financial year of office of the assembly shall be from the summer meeting of one year to the summer meeting of the following year.
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Article 27: General Provisions

1. Indemnification of Executive Committee Members and Officers
 - a. The assembly shall indemnify and hold harmless each member of the executive from claims and liabilities out of alleged acts or omissions during their term of office and shall reimburse such officer for all legal expenses reasonably incurred by them in connection with defending against such alleged claims or liabilities, provided however that no officer shall be indemnified for any expenses incurred in defending against such claim or liability arising out of their own negligence or willful misconduct.
2. Agenda
 - a. The assembly shall adopt the Agenda for each meeting at the start of the meeting; however additions may be made in writing to the chairman during the meeting. These will be added pending being accepted by a simple majority vote.
 - b. Members who are not a part of the EU have the observer status if matters regarding EU politics are being voted.
 - i. The GA decides if a non-EU member shall join the voting procedure. The member in debate can argue it's case but does not take a vote on this.