European College of Veterinary Emergency and Critical Care

(*20246*)

Articles of Association and Bylaws*

* These Articles of Association are a formatted copy of the original English version that has been used for the official registration. No changes to the original wording have been made.

Founded: Weiswampach, Luxembourg on December 20, 2017

Officially registered: January 9, 2018

Amended date: 07-06-2019
Amended date: 05-06-2020
Amended date: 01-12-2020
Amended date: 02-06-2023
Amended date: 31-05-2024
Amended date: 05-06-2026

Changes are highlighted in yellow.

Changes and Amendments

- **Minor lay out changes.**
- **Changed "Executive Committee" into "Board of Directors" on request of Luxembourg lawyers.**
- **Change in attesting the professional ethics and activity with a personal letter (Bylaws 3.4 and 3.8).**

EUROPEAN COLLEGE
OF
VETERINARY EMERGENCY AND CRITICAL CARE

"Association sans but lucrative"

Siège social: L-9991 Weiswampach, Gruuss-Strooss 61

ARTICLES OF ASSOCIATION

In the year two thousand and seventeen, on the 20th of December, the undersigned:

1. Sophie ADAMANTOS, born in …;
2. Marcel AUMANN, born in … ;
3. Amanda BOAG, born in … ;
4. Andrew BROWN, born in … ;
5. Dan CHAN, born in … ;
6. Cristina FRAGIO, born in … ;
7. Isabelle GOY-THOLLOT, born in … ;
8. Joris ROBBEN, born in … ;
9. Francoise ROUX, born in … ;
10. Nadja SIGRIST, born in …

have formed amongst themselves and among all those who will join them subsequently an "association sans but lucratif", which they desire to incorporate in conformity with the Law of 21st April 1928, as amended, to be governed by the articles of association set below.

Name, Registration, Place of Establishment, and Language

Article 1.

Section 1.1. The name of the College shall be the "EUROPEAN COLLEGE OF VETERINARY EMERGENCY AND CRITICAL CARE" (hereafter referred to as the "College"). It takes the legal form of a non-profit association (Association sans but lucratif) governed by the Laws of Luxembourg. The acronym of the company shall be "ECVECC".

Section 1.2. The registered office of the College is established in the municipality of Weiswampach. The registered address of the College may be transferred to any other location within the Grand Duchy of Luxembourg through a resolution of the Board of Directors~~Executive Committee~~, duly filed and published with the Luxembourg Companies and Trade Register.

Section 1.3. The College shall be a part of the general scheme for veterinary education in the European Union (EU), which is coordinated by the European Coordinating Committee on Veterinary Training (ECCVT) and includes the Federation of Veterinarians of Europe (FVE), the European Association of Establishments for Veterinary Education (EAEVE),

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and the European Board of Veterinary Specialisation (EBVS). The ECVECC is a member of the EBVS.

Section 1.4. The language of the College, including all oral and written exchanges, shall be English (British). All official documents, including the present articles of association, need to be translated into the French language.

Duration

Article 2.

Section 2.1. The College has been set up for an unlimited period.

Mission, Objectives, and Resources

Article 3.

Section 3.1. Mission.

The mission of the College is to contribute significantly to the maintenance and enhancement of the quality of European Veterinary Specialists in Emergency and Critical Care across all European countries at the highest possible level so as to ensure that improved veterinary medical services will be provided to the public. In order to fulfil the College's mission, the College may hold direct or indirect participation in any company or association, establish and operate branches, subsidiaries, offices, agencies in its home country and abroad, aligned with the same purpose.

Section 3.2. Objectives.

The primary objectives of the College shall be the promotion of study, research, and practise of veterinary emergency and critical care medicine in Europe, including increasing and providing quality assurance of the competency of those who practise in this field by overseeing the training, examination and reaccreditation of Specialists in Veterinary Emergency and Critical Care and by:

a) establishing guidelines for post-graduate education and training as a prerequisite to become a specialist in the speciality of veterinary emergency and critical care;
b) examining and authenticating veterinarians as specialists in veterinary emergency and critical care to serve the veterinary patient, its owner and the public in general, by providing expert care for animals requiring emergency or critical care management;
c) encouraging research and other contributions to knowledge relating to the pathogenesis, diagnosis, therapy, prevention, and the control of diseases directly or indirectly affecting the emergency and critical care management of all animals, and promoting communication and dissemination of this knowledge;
d) the development, supervision, and assessment of continuing education programmes in veterinary emergency and critical care;
e) committing itself to the development of a culture, which recognises the importance of quality and quality assurance in its activities, and to this end, the College shall develop and implement a strategy for the continuous enhancement of quality;

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f) guaranteeing and maintaining the highest level of specialisation in veterinary emergency and critical care, according to European Qualifications Framework (EQF) level 8;
g) maintaining a register of the certified members of the College so as to inform the EBVS and thereby allowing these members to represent themselves as EBVS® European Veterinary Specialists in Emergency and Critical Care.

Section 3.3. Resources.

a) The College is a non-profit-making organisation and does not pursue commercial interests.
b) College funds may only be spent according to the Articles of Association and Bylaws of the College. Members or officers of the College receive no payment from the funds of the College, except expenses payment.
c) No member or officer of the College may be favoured by expenditures or excessively high compensations, which are not according to the purposes of the College.
d) The College may enlist the services of a secretariat who will be responsible for the operational management of the Board of Directors~~Executive Committee~~ and support of the College.

Membership

Article 4.

The number of members of the College is unlimited. However, there may not be less than three (3) members.

Section 4.1. The members of the College shall be the following.

a) Founding Diplomates
b) Certified Diplomates
c) Non-Certified Diplomates
d) Retired Diplomates
e) Honorary Members
f) Associate Members

Section 4.2. Standards for admission to membership.

The College shall only certify veterinarians who

a) have gained their veterinary degree at least 48 months previously;
b) have demonstrated satisfactory moral and ethical standing in the profession;
c) have demonstrated fitness and ability to practise the speciality by meeting the established training and experience requirements and by attaining acceptable scores on comprehensive examinations administered by the College; in predefined situations the Credentials Committee and Board of Directors~~Executive Committee~~ can exempt candidates from the standard examination procedures.
d) practise scientific, evidence-based veterinary medicine, which complies with animal welfare legislation.

The College may also certify veterinarians who have passed the College's examinations which they were allowed to sit, as judged to be internationally recognised in the College's field by the Credentials Committee and the Board of Directors~~Executive Committee~~.

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The criteria for certifying members shall be specified in the Bylaws of the College, in line with the Policies and Procedures of the EBVS.

Section 4.3. Each individual who has successfully passed the qualification procedure of the College shall be designated Diplomate of the European College of Veterinary Emergency and Critical Care (Dip. or Dipl. ECVECC). If certain criteria are met, a Diplomate is entitled to be awarded by the EBVS the title of "EBVS® European Veterinary Specialist in Emergency and Critical Care".

Section 4.4. Each Diplomate is expected to actively participate in the affairs of the College. Repeated, unexcused absences from the College's meetings may render a member subject to disciplinary action by the Board of Directors~~Executive Committee~~ of the College.

Section 4.5. Each Diplomate shall fulfil the re-certification requirements of the College. No credit points can be granted for education or training in non-scientific or non-evidence-based medicine.

Section 4.6. Each Diplomate shall be required to keep records of his/her patients and procedures applied.

Section 4.7. Any Diplomate may be expelled, asked to resign or otherwise disciplined for non-professional or unethical conduct or other action against the best interest of the College by an unanimous vote of the Board of Directors~~Executive Committee~~ of the College, pending confirmation by the College at the next Annual General Meeting, by two thirds (67%) majority of the votes of those present or represented. The ECVECC will inform the EBVS that an expelled Diplomate should be removed from the EBVS register.

Section 4.8. Voluntary cessation of registration requires notice in writing to be received by the Secretary three (3) months prior to the College's Annual General Meeting and will be published at the Annual General Meeting.

Section 4.9. The annual dues (in Euro) of each paying member for the following year(s) shall be determined by the Board of Directors~~Executive Committee~~ on proposal of the Treasurer. The proposed dues will be presented at the Annual General Meeting for approval and shall not be higher than one thousand Euros (EUR 1.000, -) per member.

Section 4.10. Members shall be adjudged delinquent if they are one (1) year in arrears, and may be voted for removal by the membership if two (2) years have elapsed without payment according to the majority and quorum conditions set forth in Section 4.7.

Section 4.11. A member who has resigned or been expelled has no right to any of the College's assets and may not claim reimbursement of dues paid by this member.

Organisation and Officers

Article 5. Board of Directors~~Executive Committee~~ – Composition and Appointment

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Section 5.1. The College is administered by the Board of Directors~~Executive Committee~~ that shall have the widest available powers for the administration and management of the College, other than those reserved to the General Meeting by the law, the present Articles of Association and the Bylaws.

Section 5.2. The Board of Directors~~Executive Committee~~ elects among its members, the following officers.

- President
- Vice-President
- Treasurer
- Secretary
- Members, one or more if needed.

Section 5.3. The Board of Directors~~Executive Committee~~ shall be composed of at least five members, the number of which must be uneven, appointed by and dismissible by the General Assembly for a term of two or three years. Members of the Board of Directors~~Executive Committee~~ are eligible for re-election to only one (1) additional term except for the President who may not be re-elected to the same office. Usually, the President is succeeded by the Vice-President.
Additional Diplomates, without a right to vote, may be co-opted as observers or advisors to the Board of Directors~~Executive Committee~~ if the members of the Board of Directors~~Executive Committee~~ agree unanimously.

Section 5.4. In the case of vacancy during the course of a term, a provisional Board of Directors~~Executive Committee~~ member may be appointed by the Board of Directors~~Executive Committee~~ subject to ratification by the General Assembly. The provisional Board of Directors~~Executive Committee~~ member will, in this case, complete the term of the member s/he replaces.

Section 5.5. The Board of Directors~~Executive Committee~~ meets at least once (1) per year and shall be convened in writing, by the President, given at least 30 days prior to the planned date of the meeting.
They are required to convene a meeting upon the written request of at least two (2) members of the Board of Directors~~Executive Committee~~; the requesting members must indicate the questions which they wish to see included in the agenda.

Section 5.6. The Board of Directors~~Executive Committee~~ may only act if a majority of its members is present, or represented by a valid proxy. If the quorum is not reached at the first meeting, decisions may be taken at a second meeting, irrespective of the quorum present or represented, if it has been indicated in the convening notices of the second meeting.

Section 5.7. Decisions are taken by the majority of votes expressed, subject to what is otherwise provided for by the present Articles of Association and the Bylaws; if there is a tie vote, the President or his replacement has the casting and deciding vote.

Section 5.8. All decisions are recorded in minutes signed by at least two (2) members of the Board of Directors~~Executive Committee~~ and included in a special register.

Section 5.9. The Members of the Board of Directors~~Executive Committee~~ do not incur any personal liability for the commitments of the College. Their liability is limited to the execution

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of the mandate which they have received and negligence committed in their management. The mandates of the Members of the Board of Directors~~Executive Committee~~ are unpaid.

Section 5.10. The term of a member of Board of Directors~~Executive Committee~~ ends when the following events occur.

a) The member ceases to be part of the College.
b) By resignation or revocation.
c) By death or incapacity.
d) At the end of his mandate.

Section 5.11. The daily and ongoing administration/management of the College, as well as representation within such daily management shall be delegated to the President.

Section 5.12. The College shall be bound by the signature of the President, or at least two (2) members of the Board of Directors~~Executive Committee~~, or by any person(s) to whom such a signature power has been delegated by the Board of Directors~~Executive Committee~~.

Section 5.13. Judicial action, whether as applicant or defendant, may be initiated or sustained in the name of the College and pursued at the discretion of the President.

Section 5.14. The Board of Directors~~Executive Committee~~ keeps register of all members of the College at the registered office of the College, including the last name, first name, title, nationality, address and qualification of each member. This information will be filed annually, no later than 30 days after the Annual General Meeting, with the Luxemburg Commerce and Companies Register, in accordance with the legal requirements.

Annual General Meeting, Quorum and Voting Rights

Article 6.

Section 6.1. The General Assembly is the senior legislative body of the College and has the following duties.

a) To determine and update the Articles of Association, Bylaws, and, Policies and Procedures.
b) To elect and revoke the Members of the Board of Directors~~Executive Committee~~ and Auditors.
c) To take action on the Auditors' report.
d) To formally approve the business conducted by the Board of Directors~~Executive Committee~~ during the preceding year.
e) To take action on business presented by the Board of Directors~~Executive Committee~~ or as required by the Constitution.
f) To approve annually the budget and accounts.
g) To establish membership dues for the forthcoming year(s).
h) To expel Members.
i) Any other business deriving from the law, the statutes or the Bylaws.

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Section 6.2. The Annual General Meeting of the College will be held each year at the registered office of the company or at such other place as may be designated in the convening notice.

Section 6.3. The general meeting is chaired over by the President or by the Vice-President of the Board of Directors~~Executive Committee~~, and in their absence by a member designated by the mutual agreement of the Board of Directors~~Executive Committee~~ from among its members.
If no member of the Board of Directors~~Executive Committee~~ is present, the general assembly will itself provide for a President.

Section 6.4. The Secretary or another person designated for this purpose by the President records all resolutions of the general assemblies in Minutes signed by the President and at least one other member of the Board of Directors~~Executive Committee~~ and included in the special register. A copy of these minutes may be obtained at the registered office by any member of the College.

Section 6.5. The general assembly is convened by the President of the Board of Directors~~Executive Committee~~, or upon the demand of one-fifth (20%) of its members, at least two (2) weeks prior to the meeting.

Section 6.6. An Extraordinary General Meeting of the College can be called at any time by the Board of Directors~~Executive Committee~~, or shall be called by the Board of Directors~~Executive Committee~~ at the written request of not less than one fifth (20%) of the membership. The request should contain the explanation for such a meeting, and the subsequent Extraordinary Meeting should take place within a period of two (2) months of receipt of the request. If not, the responsible members are empowered to summon the Extraordinary General Meeting themselves.

Section 6.7. The convening notices of any Annual General Meeting or Extraordinary General Meeting can be sent by mail, fax, e-mail, or in any other electronic form or by any other means of communication accepted by its members.
The agenda is attached to the convening notice. Any proposal signed by a number of the members equal to at least one-twentieth (5%) of the members shall be included in the agenda.

Section 6.8. The quorum required for holding a meeting is more than twenty five percent (25%) of the total number of members of the College who have the right to vote, except for amendments to the Constitution, purpose of the College or its dissolution (see articles 7 and 13). The Board of Directors~~Executive Committee~~ decides if the vote is to be taken orally, by show of hands, or in writing. Voting must be in person. Votes can be: in favour, against or one can abstain. For all decisions, except as designated elsewhere, a simple majority of the members participating in the vote is sufficient.

Section 6.9. Each Diplomate in good standing has the right to vote. He/she has to be present at the Annual or Extraordinary General Meetings to do so, except in case of postal or electronic ballot (section 6.10.). Each Diplomate in good standing has one (1) vote. Honorary Members who are not Diplomates, and Associate Members are not allowed to vote.

Section 6.10. The Board of Directors~~Executive Committee~~ can hold an electronic or postal ballot at any time outside or as part of the Annual General Meeting and Extraordinary General

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Meetings. The same rules apply to electronic or postal ballots as to voting during the Annual General Meeting and Extraordinary Meetings. An electronic vote is only valid if a vote is registered on the secure section of the ECVECC website, using unique passwords.

Amendments to the Constitution

Article 7.

Section 7.1. Proposed amendments to this Constitution shall be submitted to the President at least three (3) months prior to the next Annual General Meeting. Any proposed amendment shall be distributed (by letter or electronic mail) to the membership with a recommendation by the Board of Directors~~Executive Committee~~, at least thirty (30) days prior to the Annual General Meeting and shall be brought to a vote of the Diplomates at the Annual General Meeting. Any amendment of the Constitution may only be adopted by a majority of two-thirds (67%) of the votes expressed, representing at least two-thirds (67%) of the members having a voting right, except for amendments to the purpose for which the College was established, in which case resolutions may only be adopted by a majority vote of three-fourths (75%), representing at least two-thirds (67%) of the members.

Section 7.2. If two-thirds (67%) of the members are neither present nor represented at the first General Assembly, a second meeting must be convened at least two (2) weeks prior the latter in the manner provided for in these Articles of Association.

Section 7.3. This second General Assembly may validly deliberate to the quorum and majority conditions set forth in the Law.

Auditor

Article 8.

Two (2) auditors are elected by the General Assembly at the AGM for a one (1) year term. The auditors evaluate the reports of the Board of Directors~~Executive Committee~~ and the Treasurer.
The College may appoint external professional auditors.

Financial Year

Article 9.

The financial year begins on first (1st) of January each year and ends on the thirty-first (31st) of December of the same year. Exceptionally the first financial year shall begin on the present day and end on the thirty-first (31st) of December 2018.

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Annual Reports and Accounts

Article 10.

Section 10.1. Each year the Board of Directors~~Executive Committee~~ shall submit to the general assembly, for approval, the annual accounts of the financial year.

Section 10.2. The auditor's report, the Treasurer's report regarding the budget of the forthcoming year and the report of the Board of Directors~~Executive Committee~~ will be presented for approval at the AGM. Only after the auditors' report, can the AGM discharge the Board of Directors~~Executive Committee~~ and the Treasurer for their annual report.

Dissolution of the College

Article 11.

Section 11.1. The dissolution of the College and the related measures shall be decided at any time by decision of the General Meeting of Members at the quorum and majority conditions provided for the Amendments of the Articles of Association, other than an Amendment of the purpose for which the College was established.

Section 11.2. The General Meeting called to determine the College's liquidation nominates one or more liquidators and specifies their powers.

Section 11.3. In case of dissolution of the College, its assets, after settlement of all liabilities, shall be assigned to another non-profit organisation consistent with the objectives of the College.

Bylaws

Article 12.

The College shall make and can change Bylaws, which regulate subjects not or not sufficiently prescribed in this Constitution. A Bylaw shall not contain any provisions which violate the law, the rules of the EBVS, or this Constitution.

General Provisions

Article 13.

The provisions of the law of 21 April 1928, as amended from time to time and the Bylaws are applicable to all situations not otherwise provided for by these Articles of Association.

The parties hereto intend to proceed in accordance with all legal provisions; consequently, those provisions of the law not specifically referred to in these statutes shall be implicitly included, and any clauses which may for any reason by contrary to compulsory provisions of the law shall be deemed suspended.

Executed in as many originals as there are parties, L-9991 Weiswampach, Gruuss-Strooss 61, Luxembourg at on 20th December 2017.

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Sgd. Sophie Adamantos, Marcel Aumann, Amanda Boag, Andrew Brown, Dan Chan, Cristina Fragio, Isabelle Goy-Thollot, Joris Robben, Françoise Roux, Nadja Sigrist.

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EUROPEAN COLLEGE OF VETERINARY EMERGENCY AND CRITICAL CARE (ECVECC)

BYLAWS

Quality Assurance

Article 1.

Section 1.1. Mission.

The mission of the College is to contribute significantly to the maintenance and enhancement of the quality of European Veterinary Specialists in Veterinary Emergency and Critical Care across all European countries at the highest possible level so as to ensure that improved optimal veterinary medical services will be provided to the public.

Towards achieving this goal, ECVECC imposes special training beyond the professional veterinary degree to enhance the ability of candidates to meet certification requirements and to update the competence of specialists, and has:

a) established a policy and associated formal mechanisms for the approval, periodic review and monitoring for the assurance of the standards and quality of the programmes and awards it is offering;
b) established a system of collection, analysis and use of up to date, impartial and objective, relevant information for the effective management of the training programmes and other activities of the College, to be regularly submitted to the EBVS;
c) established a clear policy and the procedures, including a re-evaluation form, for re-certification of the Diplomates for membership of the Colleges every five years;
d) conflict of interest avoidance mechanisms in place on all levels, e.g. applications for enrolment as a Resident, approval of Residency Programmes, approval of Credentials, Examinations, Appeals Procedures, and so on;
e) established a policy and the procedures for complaints or appeals, and disciplinary actions against Diplomates or Residents/Candidates.

Moreover, working under the umbrella of the EBVS, ECVECC also contributes to its goals by ensuring that:

a) the College commits itself to the development of a culture, which recognises the importance of quality, and quality assurance, in its activities, and to achieve this, it develops and implement a strategy for the continuous enhancement of quality;
b) the interests of society and veterinary profession in the quality and standards of specialist education and training are safeguarded;
c) any specified experience requirement is clearly defined, relevant to the objectives of the speciality, and amenable to evaluation;
d) a Strategic Plan is developed every ten years;
e) the Strategy, Constitution/Bylaws, Policy and Procedures, and all major documents of the College are publicly available;
f) Residents are assessed using published criteria, regulations and procedures which are applied consistently;

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g) staff involved with the training of Residents are qualified and competent to do so.

Section 1.2. Accountability procedures.

The ECVECC has in place its own procedures which include the following.

a) A published policy for the assurance of the quality of the College itself, made available on its website.
b) Documentation which demonstrates that:
   i. the processes and results reflect its mission and goals of quality assurance;
   ii. enforces, a no-conflict-of-interest mechanism in its own activities or in the activities of its Diplomates and Residents/Candidates;
   iii. has reliable mechanisms that ensure the quality of any of its activities and material produced.

In accordance with its objective to function as an organisation developing, and enhancing standards and guidelines on Quality Assurance in the area of Veterinary Emergency and Critical Care, and to maintain and develop co-operation with other appropriate European stakeholder organisations, ECVECC is committed to a continuing cooperation with partner organisations in Europe and beyond. These mainly include the other EBVS-recognised Colleges, the respective Associations in Europe and specialist Colleges in other parts of the world (e.g. North America, and Australasia).

General Assembly

Article 2.

Section 2.1. It is the duty of every Diplomate to attend the Annual General Meeting of the General Assembly (hereafter referred to as AGM), either face-to-face or electronic, at least twice every five years. If the Diplomate has not fulfilled this quorum to attend the AGM without previous dispensation from the Board of Directors~~Executive Committee~~, the registration as "certified" Diplomate ceases by default.

Membership

Article 3.

Section 3.1. Standards for admission to membership.

Subsct. 3.1.1. The College must only certify veterinarians who

a) have gained their veterinary degree at least 48 months previously;
b) have demonstrated satisfactory moral and ethical standing in the profession;
c) practise scientific, evidence-based veterinary medicine, which complies with animal welfare legislation;
d) meet the educational, training and experience requirements established by the College;
e) have attained acceptable scores on comprehensive examinations administered by the College, except as defined in 3.2.1 and 3.2.2 below, and in the EBVS Policies and Procedures on non-Europeans.
f) have demonstrated fitness and ability to practise the speciality.

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g) are licensed to practise or are eligible to be licensed to practise in an European country, except as defined in sections 3.2.1.c and 3.2.2 below. Applicants may be relieved of this requirement in exceptional cases.
h) have met the minimal publication requirements as defined by the College (at least two peer-reviewed publications in international refereed journals).

Subsct. 3.1.2. The College may also certify veterinarians who have passed the College's examinations, which they were allowed to sit as judged to be "internationally recognised" in the College's field, by the Credentials Committee and the Board of Directors~~Executive Committee~~. Applicants must be licensed to practise or eligible to be licensed to practise in an European country, although they may be relieved of this requirement in exceptional cases.

Section 3.2. Founding Diplomate.

Subsct. 3.2.1. Member of the Interim Board of Directors~~Executive Committee~~.
A member of the Interim Board of Directors~~Executive Committee~~ is a Founding Diplomate that is not required to submit to examination to become a Diplomate. Membership to the Interim Board of Directors~~Executive Committee~~ status is only granted by the EBVS at the time the College is being established to a small number (7-10) of individuals, whose task is to conduct the business of the College after provisional recognition is achieved.
The Interim Board of Directors~~Executive Committee~~ of the College should normally exist for a period of up to five years and members must meet the following criteria.
a) Be initiators in their field.
b) Have achieved distinction in the field, and have qualifications achieved by training and experience far exceeding those proposed as necessary for candidates to take the certifying examination of the organization.
c) Be internationally recognised as a qualified specialist by peers, and
    i. have at least ten years' experience practising the speciality, and by teaching, research, and practice have contributed significantly to the development of the speciality,
    ii. have advanced training (at EQF level 8) in the speciality; have demonstrated competency through teaching, research and practice in the speciality to which the individual devotes most of the member's professional time, and
    iii. be author of at least ten significant publications in peer-reviewed journals resulting from the research or practice in the speciality.
a) Be uncontroversial to the majority of the membership.
b) Spend at least 60 per cent of their time practising the speciality, based on a normal working week of 40 hours, for the last, at least ten (10) years.
c) Be practising in Europe.
d) Practise scientific, evidence-based veterinary medicine, which complies with animal welfare legislation.
e) Display the willingness to contribute to the growth of the College (e.g. by training Residents).
f) Apply high level of knowledge and skills at the forefront of his/her specialist area of veterinary emergency and critical care to their own professional work.
g) Perform at a high level of competency through teaching, research and practice in the area of veterinary emergency and critical care.
h) Promote aptitude and proficiency in the field of veterinary emergency and critical care.
i) Demonstrate the ability to communicate ideas and conclusions clearly and

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effectively to specialist and non-specialist clients and audiences.

Subsct 3.2.2. "De Facto" Diplomate.

A Diplomate recognised "De Facto" is a Founding Diplomate that is appointed by the Interim Board of Directors~~Executive Committee~~. De Facto-recognised Diplomates are not required to submit to examination to become a Diplomate but they are expected to contribute to the running of the College and the training of Residents. Recognition of a small number of De Facto Diplomates is possible up to five (5) years after the EBVS has granted provisional recognition. To be appointed one must meet the same criteria as the Members of the Interim Board of Directors~~Executive Committee~~ (Section 3.2.1.a-i above), including a letter of support from two senior colleagues or authorities.

Section 3.3. Certified Diplomate.

A Diplomate is a veterinarian who has passed the certifying/examination procedure of the College and, if practising, is entitled to be awarded by the EBVS the title of "EBVS® European Veterinary Specialist in Emergency and Critical Care". Diplomate status at more than one College is allowed; however, registration as a EBVS® European Veterinary Specialist is limited to one specialty from the EBVS.

Section 3.4. Non-Certified Diplomate.

A Diplomate becomes a non-certified Diplomate for one or more of the following reasons.

a) Has not practised the speciality for 60% of the time, with a minimum of 24 hours per week (based on a normal working week of 40 hours) over the past five years. Extensions of the 5-year evaluation period for re-certification are granted for maternity or paternity leave, serious health issues and exceptional circumstances.
b) Has not demonstrated a satisfying degree of activity during the last five years to keep level of competences at a specialist level.
c) Has not attended the Annual General Meeting of the College, at least twice in 5 years, unless previous dispensation from the College has been granted.
d) Has not provided ~~two letters of reference~~a personal statement attesting the professional ethics and activity of the diplomate during the five years period.

A non-certified Diplomate will be removed from the EBVS specialist register and may not use the title of "EBVS® European Veterinary Specialist in Emergency and Critical Care". A non-certified Diplomate is not allowed to act as Programme Director, Mentor or Supervisor.

A non-certified diplomate seeking to revert to certified diplomate status needs to satisfy the requirements set by the Credentials Committee of the College.

Section 3.5. Retired Diplomate.

A Diplomate who voluntarily stops permanently and irrevocably practising is entitled to "Retired Diplomate"-status. A Retired Diplomate maintains all privileges of a Diplomate including advisory tasks, except the right to vote or hold office. The Retired Diplomate is excluded from article 4, sections 3, 4, 5, and 6 of the Constitution of the ECVECC. A Retired Diplomate is not allowed to use the title "European Veterinary Specialist" nor "Diplomate" but may use the title "Diplomate (retired)". The Retired Diplomate is removed from the EBVS Specialist Register.

Section 3.6. Honorary Member.

The College may confer "Honorary Member" status on a person who has made exceptional contributions to the ECVECC and/or to veterinary emergency and critical care. An Honorary Member, who is ECVECC Diplomate, shall have all the rights and

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privileges of a Diplomate. An Honorary Member who is not a Diplomate of ECVECC, shall have all the rights and privileges of a Diplomate except the right to vote or hold office. The number of Honorary Members shall not be more than 5% of the total number of the College Diplomates. Nomination for "Honorary Member"-status necessitates proposal by two (2) Diplomates of good standing. The proposal should be written and forwarded to the Secretary. It must contain such information relating to the activities of the nominee in veterinary emergency and critical care as required by the Board of Directors~~Executive Committee~~.

Election of an Honorary Member shall be accomplished by an, at least two-thirds vote of the Board of Directors~~Executive Committee~~ and by an, at least two-thirds majority of the voting members present (including those abstaining) at the Annual General Meeting of the College.

Section 3.7. Associate Member.

The College may confer "Associate Member"-status on an individual who has contributed significantly to the field of emergency and critical care. Admission criteria for Associate Members are defined by the Board of Directors~~Executive Committee~~ of the College. These criteria have to ascertain that only an individual of international repute who is active in the field of emergency and critical care are admitted as Associate Members.

Moreover an Associate Member

a) is not conferred any diploma and is not entitled to use the designation of Diplomate;
b) is encouraged to participate in the training of residents together with Diplomates of the ECVECC. An Associate Member is not entitled to act as Resident Supervisor without a Diplomate responsible for the training programme;
c) is not allowed to hold office within the College or to vote at the Annual General Meeting;
d) can be co-opted to College committees as advisors;
e) is encouraged to participate in scientific meetings and workshops organised by the College;
f) is not allowed to advertise their title.

Section 3.8. Re-certification.

The Diplomate is required to submit every five (5) years a summary of his/her professional activities. The format of this summary has to be approved by the EBVS. The summaries will be evaluated by the Re-certification Committee. In addition, Diplomates should submit a personal statement attesting the professional ethics and activity of the diplomate during the five years period. ~~ask two (2) senior colleagues or authorities to send to the College a letter of reference certifying that the Diplomate in question has been active in practising the speciality for the last five (5) years at the specialist level. The type of reference letter shall be according to EBVS Policies and Procedures. Self-certification of the members of the committee responsible for re-certification must be avoided.~~

Section 3.9. Cessation of registration as a Certified Diplomate.

Registration as a Certified Diplomate ceases by default when the speciality is practised insufficiently (see section 3.3).

Section 3.10. Advertising and Directory Listings.

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Subsct 3.10.1. A ~~Certified~~ Diplomate may use the title "Diplomate of the European College of Veterinary Emergency and Critical Care", "Dip. ECVECC" or "Dipl. ECVECC", and if listed as specialist by the EBVS may use the title "EBVS® European Veterinary Specialist in Emergency and Critical Care".

Subsct 3.10.2. The use of the term "Board/Executive Committee eligible" or "Board/Executive Committee qualified", as an indication of special qualification, is potentially misleading to the public and therefore must not be used in any public communication or other solicitation.

Subsct 3.11.3. The use of the European Veterinary Specialist Trade Mark is permitted to a Diplomate who is registered as an EBVS® European Veterinary Specialist by the EBVS, only after reading and acknowledging by signature the content of the Regulations for the EBVS® European Veterinary Specialist Logo.

Subsct 3.11.4. A Non-Certified or Retired Diplomate, Associate Member, or Honorary Member is not allowed to use the title or trade mark of "European Veterinary Specialist".

Duties of Officers of the Board of Directors~~Executive Committee~~

Article 4.

Section 4.1. President.

The President shall

a) preside at the meetings of the College, preserve order and regulate debates;
b) appoint Committees not otherwise provided for;
c) announce results of elections;
d) perform all other duties legitimately appertaining to the office;

The maximum term of office of the President shall be three (3) years.

Section 4.2. Vice-President.

The Vice-President shall

a) perform the duties of the President in his/her absence or inability to serve;
b) in general, succeed to the Presidency at the end of the normal up to three (3) year term or should the office fall vacant.

Section 4.3. Secretary.

The Secretary shall

a) attend to the correspondence of the College;
b) keep and publish annually lists of all Diplomates;
c) keep minutes of the College meetings in records which shall be the property of the College and be accessible at all reasonable times and places;
d) perform the furthermore usual duties of a secretary;
e) forward the Annual Report of the College to the EBVS by the deadline set by the EBVS.

The minimum term of office of the Secretary shall be two (2) years and the maximum six (6) years.

Section 4.4. Treasurer.

The treasurer shall

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a) advise the College on all financial matters;
b) arrange for the safekeeping of all funds, pay bills and expenses, and submit a written financial statement to all members annually.
c) keep full and accurate books of account, containing a record of all monies received and expended, which books shall be the property of the College and open to the inspection of the authorised officials at all reasonable times and places.

The minimum term of office of the Treasurer shall be two (2) years and the maximum six (6) years.

Section 4.5. Past-President.

The Past-President shall

a) advise the President.

Section 4.6. Member.

The Member shall

a) support the President, Vice-President, Secretary, and Treasurer in their tasks;
b) can have a specifically predetermined task as established by the Annual General Meeting on their election.

Committees

Article 5.

Section 5.1. Board of Directors~~Executive Committee~~.

The Board of Directors~~Executive Committee~~ shall

a) consider all the business and policies pertaining to the affairs of the College;
b) via its designated Committees, receive all applications, conduct examinations and certify recommendations for "Diplomate"-status in the College;
c) consider and act upon charges against Diplomates for alleged offences against the Constitution and Bylaws of the College or charges of unprofessional conduct and shall have the authority to recommend the expulsion of a Diplomate for grievous offences;
d) appoint standing Committees;
e) select the time and place of meetings;
f) determine the fees for application, examinations, registrations, and other fees;
g) direct the management of funds held by the College.

Section 5.2. Education Committee.

The Education Committee shall be composed of at least three (3) members appointed by the Board of Directors~~Executive Committee~~ for a term of three (3) years. Members of the Education Committee are eligible for re-appointment to one (1) following, additional term. The senior member of the Committee in terms of service shall serve as Chairperson, unless the Board of Directors~~Executive Committee~~ decides otherwise.

The duties of the Education Committee are

a) to evaluate and verify eligibility of Applicants who have registered with approved Programme Directors to begin Residency Training including approval that a suitable internship programme or equivalent has been completed; an Applicant becomes a Resident only after his/her application is approved by the College.

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b) to develop the specific criteria for monitoring and reporting the performance of Programme Directors so that prospective Residents are well informed about the programmes;
c) to develop and document detailed requirements for Residency Training Programmes that are necessary for approval by the College;
d) to process applications for approval of Residency Training Programmes and their Sponsors;
e) to maintain lists of approved Residency Training Programmes, approved Programme Directors, approved Mentors, approved Supervisors, and current Residents;
f) to process changes or exceptions to a Residency Training Programme;
g) to process, following initial approval, required re-approval of all standard programmes every five (5) years;
h) to approve, in exceptional cases, any equivalent, alternate programme including the resources available for advanced study and experience, as submitted, in cooperation with his/her Programme Director, by a candidate whose circumstances do not permit enrolment in a standard programme. The equivalent programme must be approved by the Education Committee before the candidate embarks on it;
i) to provide guidance and support to Applicants, Residents, Candidates, and Programme Directors.

Section 5.3. Credentials Committee.

The Credentials Committee shall be composed of at least three (3) member appointed by the Board of Directors~~Executive Committee~~ for a term of three (3) years. Members of the Credentials Committee are eligible for re-appointment to one (1) following, additional term. The senior member of the Committee in terms of service shall serve as Chairperson, unless the Board of Directors~~Executive Committee~~ decides otherwise. The Credentials Committee may co-opt Diplomates to assist in the process of approving the Credentials submitted by the Candidates wishing to sit the examinations. Such appointments are for one (1) year only, although they may be renewed annually. They must be approved by the Board of Directors~~Executive Committee~~.

The duties of the Credentials Committee are

a) to develop the specific criteria for monitoring the performance of Residents;
b) to monitor and report to the Resident, Programme Director, Sponsor, and the Board of Directors~~Executive Committee~~ any deficiencies in the training programme of, or any concerns about the progress of a Resident;
c) to establish guidelines to assist Residents applying to sit the diploma examination;
d) to receive and review the Credentials of Residents and approve them as Candidates;
e) to notify the Board of Directors~~Executive Committee~~ of individuals who are deemed ineligible to sit the Examination and to delineate the areas of deficiency to the Resident and the Programme Director;
f) to forward a list of approved Candidates to the Examination Committee;
g) to provide guidance and support to Residents, Candidates, and Programme Directors.

Section 5.4. Examination Committee.

The Examination Committee shall consist of at least three (3) members appointed by the Board of Directors~~Executive Committee~~ for a term of three (3) years. Normally, one (1) member will be replaced each year. The senior member of the Committee in

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terms of service shall serve as Chairperson, unless the Board of Directors~~Executive Committee~~ decides otherwise.
The Examination Committee may co-opt Diplomates as "Examiners" to assist in the examination process. Such appointments are for one (1) year only, although they may be renewed annually. They must be approved by the Board of Directors~~Executive Committee~~.
The Examination Committee is responsible for the preparation, the administration and the evaluation of diploma examinations. Results of examinations shall be forwarded by the Chairperson of the Examination Committee to the Board of Directors~~Executive Committee~~ of the College with recommendations regarding the awarding of diplomas. Normally no member of the Board of Directors~~Executive Committee~~ or member of the Education Committee and Credentials Committee shall act as an "examiner".

Section 5.5. Nomination Committee.
The Nomination Committee shall be composed of three (3) members appointed by the Board of Directors~~Executive Committee~~. The Committee shall prepare a list of candidates for the election to the Board of Directors~~Executive Committee~~ of the College after a written call for candidates to all the Diplomates at least five (5) months before the elections and will report to the Board of Directors~~Executive Committee~~ at least three (3) months before the elections. The Nomination Committee shall select at least one (1) nominated candidate for each position and communicate the names to the Board of Directors~~Executive Committee~~. The list of nominates should be known by the Diplomates thirty (30) days before the elections. The Committee will report their considerations to the College at the Annual General Meeting. If no nominations have been made, nominations may be made from the floor.

Section 5.6. Auditors.
The auditors' report, and the Treasurer's report regarding the financial status of the College, will be presented for approval at the AGM. Only after the auditors' report, can the AGM discharge the Treasurer for his/her annual report. The College may appoint external professional auditors.

Section 5.7. Recertification Committee.
The Recertification Committee shall consist of a minimum of three (3) members appointed by the Board of Directors~~Executive Committee~~. Members of the Recertification Committee are eligible for re-appointment to one (1) following, additional term. The senior member of the Committee in terms of service shall serve as Chairperson, unless the Board of Directors~~Executive Committee~~ decides otherwise.
The Recertification Committee shall reassess the "Diplomate"-status of every Diplomate every five (5) years according to the re-certification requirements accredited by the EBVS.

Section 5.8. Indemnification.
Members of Committees will receive no indemnification.

Diploma

Article 6.

Section 6.1. Qualifications to sit the diploma examination.

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Subsct 6.1.1. To be allowed to sit the examination an applicant must give evidence of satisfactory completion of an approved training period of at least four (4) years, to general veterinary education, training, and practice, and to special education, training, and practice of veterinary emergency and critical care, both after the date of graduation from veterinary school. The following sequence of training is to be used.

a) A first period of minimum of one (1) year must be a rotating internship, or its equivalent, as defined by the ECVECC Education Committee.
b) A second residency period shall comprise a minimum of three (3) year postgraduate training programme under supervision of Diplomates of the ECVECC.
   This Residency period may constitute:
   i. a Standard Residency Training Programme, which is the minimum and most time efficient education and/or training under appropriate supervision that will qualify a Resident for examination;
   ii. an equivalent, Alternate Programme, which, in exceptional cases, a candidate, whose circumstances do not permit enrolment in a standard programme, may submit to the College in cooperation with his/her Programme Director.

Subsct. 6.1.2. Apart from residents who have successfully completed either a standard or an alternate residency programme, those who are internationally recognised in the field of veterinary emergency and critical care may also be allowed to sit the examination with assessment by other means at the discretion of the Credentials Committee and the Board of Directors~~Executive Committee~~.

Subsct. 6.1.3. In addition all categories of Candidates shall meet the requirements for publications, which are

a) one (1) original, emergency and critical care related, internationally peer reviewed paper of which the applicant must be the principal author and accepted by a refereed scientific journal. If the paper is not published in the English language an extensive English written summary should be part of, or accompany the original paper on submission.
b) one (1) emergency and critical care related, internationally peer reviewed case report, review or original paper of which the applicant is author or co-author and accepted by a refereed scientific journal. If the paper is not published in the English language an extensive English written summary should be part of, or accompany the original paper on submission.

Section 6.2. Residency Training Programmes.

Subsct. 6.2.1. Introduction.

a) The College only accepts as Resident a graduate from a college of veterinary medicine that has been approved by EAEVE or a body of equivalent standing within the industry, as relevant to the country of an approved residency training centre, unless relieved of this obligation by the Board of Directors~~Executive Committee~~ at the time of enrolment into a Residency Programme.
b) Approval of the residency programmes is the responsibility of the College and all residency programmes must be approved by the Education Committee before they start.
c) A residency shall be advanced training in veterinary emergency and critical care, which may or may not lead to certification by the College. An approved Residency

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Programme must be conducted under the direct supervision of a Certified Diplomate by the College (i.e. the Programme Director).

d) The goal of a residency programme must be to end up with Diplomates who have developed self-confidence, self-criticism and sense of responsibility that are essential for the practise of the Speciality.
e) Residency programmes should strive to train specialists who have demonstrated to have the proper intellectual qualities, professional and technical skills, as these are described in the Policies and Procedures of the College. Moreover, residency programmes must aim at the development of a culture, which recognizes the importance of continuous professional development. There shall be no restriction of Training Facilities as long as they meet the requirements for approved residency.
f) A Mentor shall have no more than two (2) Residents following standard residency programmes; in exceptional cases three (3) Residents can be allowed, for a restricted period.
g) Residents must spend at least 60 per cent of their time practising the Speciality, based on a normal working week of 40 hours.
h) All training and/or experience requirements and all prerequisites for examination eligibility must be relevant to the assessment of applicant's Qualification.

Subsct. 6.2.2. Standard Residency Training Programme.

a) A Standard Residency Training Programme takes place in an institution ("approved centre") that provides satisfactory evidence proving that they offer sufficient facilities, services and a programme that fulfils the necessary criteria to be approved as a training centre offering a Standard Residency Training Programme. Approval is granted for a five-year period, and re-approval is necessary every five years thereafter.
b) The minimal length of a Residency Programme is three (3) years.
c) The period can be taken can be taken consecutively. The Education Committee can allow the training to take place on a part time basis as long as the total time is equivalent to at least three (3) years, and the total time does not exceed six (6) years. In case of maternity (leave), illness or under exceptional circumstances a prolongation is possible. The duration of the prolongation is agreed with the Education Committee.

Subsct. 6.2.3. Alternate Residency Training Programme.

a) A veterinarian whose circumstances do not permit enrolment in a Standard Residency Programme may submit an Alternate Programme to the College, in conjunction with his/her Programme Director, outlining the resources available to them, for advanced study and experience. The alternate programme is not approved for a Training Centre or for anyone other than the Resident in question. The Alternate Programme must be approved by the College before the Resident embarks on it, and the total length of this programme cannot be shorter than a Standard Residency Programme. The total time of an Alternate Programme must not exceed six (6) years. A resident on an Alternate Training Programme must spend the equivalent of at least sixty percent (60%) of three (3) years working in the practice of emergency and critical care, under direct supervision of a Diplomate of the ECVECC (i.e. a Programme Director).
b) The precise form of each individual programme is at the discretion of the Education Committee of the College.

Subsct. 6.2.4. Criteria for and approval of Residency Training Programmes.

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The College shall establish guidelines for those Residencies that are approved as appropriate training for those seeking Speciality Certification. Detailed description of these guidelines, including the requirements and the procedures for approval of and admission to the Residency Programmes, shall be published in the Policies and Procedures of the College. All these guidelines must be in line with the latest EBVS Policies and Procedures.

Section 6.3. Examination.

The examination will include the following.

a) Before sitting an examination, the applicant's Credentials must be evaluated by the Credentials Committee.
b) The candidate shall submit the non-refundable examination fee, which shall be determined annually, at the time of application.
c) Applicants or candidates shall be reported promptly details concerning any deficiencies in Credentials or preliminary examination results that prevent them from sitting the examination or being certified by the College.
    i. A time limit for such communications must be established and published.
    ii. The time between final Credentials decisions and the examination date must be sufficient to permit consideration of possible Appeals against a decision of denying acceptance of Credentials.
    iii. The results of the examination must be announced to all candidates on the same date.
d) It must be made known to candidates in advance in what way the different parts and levels will be evaluated.
e) Candidates should be informed prior to the examination of the passing point, or, if this is not determined in advance, the method of setting the passing point.
f) Personal conflict, or the appearance of conflict, that could affect results of examinations is to be avoided.
g) Confidentiality must be maintained throughout the entire examination. Examination questions must be kept confidential by the College, with the exceptions being publication of model questions as a guideline to candidates, and during an Appeal Procedure, as outlined by the College.
h) Judgement must be incorporated into examinations, assessing not just what the candidates know but what they would do with that knowledge.
i) All parts of the examination must be held at all times under the direct supervision and physical presence of members of the Examination Committee or trained invigilators. In line with modern best practice, an invigilator must not be otherwise occupied during the examination and must not leave the room during the examination without being replaced by another invigilator.
j) The examination shall be taken in English only; the use of non-medical dictionaries during examinations is permitted or a non-medical interpreter during oral examination is permitted.
k) The examination consists of three parts, two multiple choice papers and one objective case management examination.
l) Candidates that fail a single section of the examination need only re-sit that section. Candidates that fail two or more sections must re-sit the entire examination.
m) Candidates must be informed that they may sit the different parts of the examination on four (4) occasions only.
n) Candidates must pass all three (3) parts of the examination within eight (8) years of completion of the residency programme.

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o) Credentials of candidates who pass the examination will be forwarded to the Secretary by the Chairperson of the Examination Committee.
p) Further details for the administration and conduct of the qualifying examination shall be provided in the Policies and Procedures of the College.
q) Any change in the procedure of the examination should be notified to the EBVS.

Finances

Article 7

Section 7.1. College Funds.

a) The College is a non-profit-making organisation and avoids contracts or agreements leading to activities outside the scope of the stated objectives of the College.
b) College funds may only be spent according to the Constitution. Members or Officers of the College receive no payment from the funds of the College, except of expenses payments.
c) The expenses of the College shall be met through various sources of income.
   i. Donations from companies and international organisations.
   ii. Income from educational meetings organised by the College.
   iii. Investment income.
   iv. Annual dues.
   v. Examination fees.
   vi. Registration, credential fees.
   vii. Any fees necessary for running the College and approved upon by the AGM.

Section 7.2. Financial year.

a) The accounts of the last financial year and the budget of the following financial year shall be submitted annually at least 30 days prior to the date of the Annual General Meeting for the approval to the General Assembly at the AGM.

Section 7.3. Annual dues.

a) The annual dues (in Euro) of each paying member for the following years shall be determined at the AGM. Dues are payable on the first (1st) of January of each year.
b) The Non-Certified Diplomate of the College shall be required to pay (reduced) dues to the College, but no EBVS Fee.
c) The Retired Diplomate of the College will not be required to pay dues or an EBVS Fee to the College.
d) The Honorary Member will not be required to pay dues to the College, except when the Honorary Member also is an ECVECC Diplomate.
e) The Associate Members of the College shall be required to pay (reduced) dues to the College, but no EBVS Fee.

Section 7.4. The College is required to maintain insurance, to indemnify itself against legal costs.

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Meetings

Article 8.

The Board of Directors~~Executive Committee~~ and the Chairpersons of the Educational, Credentials and Examination Committees shall meet at least once annually between consecutive Annual General Meetings, when judged appropriate by the President.

Amendments to the Bylaws

Article 9.

These Bylaws may be amended at any Annual General Meeting (or via an electronic vote) by two-thirds of the votes cast. Proposed amendments must be submitted in writing to the President at least three (3) months prior to the meeting, for appropriate review by the Board of Directors~~Executive Committee~~. Proposed amendments shall be distributed (by letter, fax or electronic mail) to the membership within thirty (30) days prior to the Annual General Meeting.

The EBVS shall be notified of all changes in the Constitution, Bylaws, and Policies and Procedures at the time of the next Annual Report.

Policies and Procedures

Article 10.

The College shall compile a Policies and Procedures Brochure which provides to Diplomates and Residents more detailed instructions on subjects prescribed in this Constitution or Bylaws, or information and rules on subjects not prescribed in this Constitution or Bylaws. The Information Brochure shall not contain any provisions which violate the law, the rules of the EBVS, this Constitution or any Bylaws of the College.

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