

Statutes and Rules of Procedure 2008



The statutes of the Royal Swedish Academy of Engineering Sciences were laid down by the King-in-Council on 19 June 1919.

The statutes were subsequently amended on:

- 27 May 1921
- 19 September 1929
- 23 March 1934
- 5 April 1935
- 22 November 1940
- 19 March 1943
- 3 June 1949
- 10 November 1961
- 9 December 1966
- 9 October 1969
- 25 January 1974
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Statutes

of the Royal Swedish Academy of Engineering Sciences

**His Majesty the King
is Patron of the Academy.**

The Objectives of the Academy

§1

The Royal Swedish Academy of Engineering Sciences (IVA), which was founded in 1919, is a learned society composed of elected members active in the technological and economic sciences or in areas where these are applied.

The task of the Academy is to promote the engineering and economic sciences and the advancement of business and industry for the benefit of society.

The Composition of the Academy

§2

The Academy is composed of Swedish members of whom no more than 385 may be below the age of 65.

The Academy may further appoint no more than 15 honorary members. The Academy may also appoint foreign members.

A Business Executives Council, the statutes of which are laid down in §24, is attached to the Academy.

§3

Persons noted for outstanding contributions in the Academy's field of activities and who are prepared to work to promote the objectives of the Academy and who are permanent residents in Sweden may be elected Swedish members.

Persons who have reached the age of 65 may not be elected members unless special grounds exist.

Those who through their work or otherwise have significantly promoted the objectives of the Academy may be appointed honorary members.

Persons who are permanent residents in a country other than Sweden who have performed outstanding work in the Academy's field of activities and who have evinced a particular interest in developing contacts with Swedish research and the Swedish industrial and business community may be appointed foreign members.

§4

Swedish members of the Academy are placed in Divisions. The number of members in each Division and the direction of its activities are stipulated in the Rules of Procedure of the Academy. For each Division, the permitted maximum number of members under the age of 65 must be specified. In addition to these, members under the age of 65 may be elected to extra places as specified in the rules of procedure.

With the consent of the Executive Committee, members of the Academy and the Business Executives Council may form regional chapters.

§5

The election of members is conducted in accordance with the rules set out in the Rules of Procedure of the Academy.

A member has the right to resign from the Academy following written notification.

A Swedish member under the age of 65 who has neither attended a meeting of a Division, nor an Assembly of the Academy, nor been active in any other way in the operations of the Academy in the preceding three years shall - unless special grounds exist - be deemed to have resigned from the Academy. Membership ceases when the member has received written notification of this.

The Organization and Management of the Academy

The Decision-making Bodies of the Academy

§6

The Academy consists of the following bodies:

- The Assembly of the Academy
- The Executive Committee
- The President and the Office of the Academy
- The Advisory Council

The Assembly of the Academy

§7

The highest decision-making body of the Academy is the Assembly of the Academy. At these Assemblies, the Academy takes decisions in matters defined in the statutes and in other matters of great weight or decisive importance to the Academy. In the rules of procedure the

Academy shall notify the Executive Committee and the President of the rules relating to the organization and activities of the Academy.

The Executive Committee

§8

The operations of the Academy are led by an Executive Committee which constitutes the board of the Academy. The Executive Committee also constitutes the board of the Foundation of the Royal Swedish Academy of Engineering Sciences.

The Executive Committee makes decisions concerning the affairs of the Academy unless otherwise prescribed in the statutes or rules of procedure or decided by the Assembly of the Academy.

§9

The Executive Committee comprises the Chairman, four Vice-Chairmen, the Chairman of the Business Executives Council and the President of the Academy.

The Executive Committee should always have one representative from the field of scientific and technological research at universities and colleges, one from the fields of research and development and their application in industry and public administration, and one from the fields of economic theory and practice.

§10

The Chairman and the Vice-Chairmen are appointed for a period of three calendar years.

If the Chairman or a Vice-Chairman should resign before the expiry of the term for which he or she has been appointed, a new official is appointed for the remainder of that term.

§11

The Chairman presides over the Assemblies of the Academy and the meetings of the Executive Committee.

Should the Chairman be unable to attend, the longest serving Vice-Chairman or the member appointed by the Executive Committee shall act in his or her stead.

§12

The Executive Committee has a quorum when at least four of its members are present. Questions are decided by simple majority. If there should be no majority, the Chairman has the casting vote.

The Executive Committee may give the Chairman together with the President the power to make decisions of an urgent nature when there is no time to await the decision of the Executive Committee. Notification of such decisions must be given at the next meeting of the Executive Committee.

The President and the Office of the Academy

§13

The President, who holds the title of Professor, is appointed for a period of no more than six years.

The President is the head of the office of the Academy and is responsible for the day-to-day business of the Academy.

The Advisory Council to the Academy

§14

The Academy has an Advisory Council whose task it is, prior to decisions being taken in the Executive Committee, to discuss business and draft recommendations in matters that concern all the Divisions, for example:

- Statutes and rules of procedure
- Budget
- Profiles for foreign members and other international matters
- Nominations for Chairman, Vice-Chairman or President

In addition, the Advisory Council shall coordinate, prioritize and make recommendations in issues concerning the shaping of the Academy's programme activities.

The Advisory Council convenes at least four times each year.

§15

The Advisory Council to the Academy comprises the Chairman of the Academy, the Chairmen or Vice-Chairmen of the Academy's Divisions, the Chairmen of the regional chapters and the President. The other members of the Executive Committee may attend the meetings of the Advisory Council. The Chairmen of the Business Executives Council and various committees may also be summoned to attend meetings.

The Chairman of the Academy presides over the Advisory Council and convenes the meetings of the Advisory Council. Should the Chairman be unable to attend, the longest serving Vice-Chairman shall chair the meetings.

Notes shall be kept of the meetings of the Advisory Council.

The Assembly of the Academy

§16

Each year, the Assembly of the Academy convenes four times. In addition, the Academy arranges a public Annual Meeting.

When business so requires, the Chairman is empowered to summon the Academy to an Extraordinary Assembly. Notice to attend an Assembly of the Academy shall be sent to honorary members and to Swedish members and shall include information regarding the business to be considered.

At the Chairman's discretion, persons who are not members may be permitted to attend the Assemblies of the Academy.

§17

The following matters shall be handled by the Assembly of the Academy:

- The appointment of Chairman, Vice-Chairman and President
- The election of Swedish members
- The appointment of honorary members and foreign members
- The selection of those to be awarded Academy distinctions in instances where this task has not been delegated to the Executive Committee
- Decisions concerning amendments to the Academy's statutes
- The establishment of procedures for the Academy
- Consideration of questions which the Executive Committee has referred to the Academy for a final decision
- Notification of the plan of work and the budget
- Consideration of the annual report of the Academy and the auditors' report
- Discharge from liability of the Executive Committee and the President
- Election of the auditors and their deputies

All members present at an Assembly of the Academy are entitled to state their opinions of the business under consideration and to put forward proposals with regard to matters falling within the province of the Academy.

Members are entitled to submit proposals and statements of opinion in writing. Every Swedish member is entitled to participate in decisions.

§18

The Assembly of the Academy has a quorum when at least 50 members are present when the business in hand is dealt with. The decisions of the Assembly are taken by a simple majority. Voting is open. If there is no majority, the Chairman has the casting vote.

The Divisions of the Academy

§19

Each Division shall attentively monitor developments in its own field, and submit to the Executive Committee proposals and requests for measures designed to promote the objectives of the Academy.

§20

In addition to taking part in their own divisional meetings, members of the Executive Committee and honorary members are entitled to participate with voice but without vote in the deliberations of other Divisions.

§21

The Divisions elect from among their members a Chairman and two

Vice-Chairmen for a period of three calendar years. These officials, together with other members appointed by the Division, constitute the Division's drafting committee.

Should a Chairman or Vice-Chairman resign before the expiry of his or her term of office, a new officer shall be appointed for the remainder of that term. A retiring Chairman or Vice-Chairman who has served a full term of office is not eligible for immediate re-election.

§22

A Division shall meet at least twice a year.

§23

A Division has a quorum when at least one fifth of its members participate in the business in hand. Decisions are taken by a simple majority of the votes of the Swedish members present. Voting is open. Should there be no majority, the Chairman has the casting vote.

The Business Executives Council of the Academy

§24

The purpose of the Business Executives Council of the Academy is to strengthen the ties between the Academy and business and industrial community.

The Academy may invite such persons to become members of the Council as hold prominent positions in companies, Government agencies, authorities or organizations which utilize technological or economic research and development in their operations.

From among its members, the Council appoints a Chairman, two Vice-Chairmen and an Executive Committee.

In addition, the Council lays down statutes for its activities which shall be confirmed by the Academy.

Other Provisions Concerning the Work of the Academy

§25

The Academy shall conduct studies and pronounce an opinion on matters when requested to do so by the Government or Ministries, or insofar as it falls within the competence of the Academy, by Government agencies and authorities.

§26

The Academy shall maintain close relations with research councils, Government agencies and authorities, research institutions, industrial associations and technological societies, and shall as far as possible constitute a link between these bodies with a view to making the fullest use of ideas and views within the purview of the Academy's activities.

§27

The Academy shall maintain close relations with academies of engineering sciences and equivalent organizations in other countries.

§28

For meritorious achievements in the Academy's fields of activity or

in the promotion of the objectives of the Academy, the Academy may confer distinctions.

§29

The Academy's financial year runs from 1 January to 31 December.

All the accounts and the annual report on the management of the Academy's funds must be dealt with at an Assembly of the Academy by 30 June at the latest.

§30

The accounts of the Academy and the management of its affairs shall be examined by an auditor appointed by the Government together with two auditors selected by the Academy. Of the latter, one shall be a member who has had no part in the management of the Academy during the period in question, and the other shall be an authorized public accountant. Personal deputies shall also be designated for the auditors appointed by the Academy.

The auditors submit a report on their examination. This report, together with clarifications from the Executive Committee and the President with respect to remarks made, is communicated to the Academy.

Amendment of the Statutes

§31

Questions concerning the amendment of these statutes may only be considered at regular Assemblies of the Academy.

Proposals for such amendments may be put forward by the Executive Committee or submitted in writing by not less than ten Swedish members of the Academy. If a proposal has been made in accordance

with the latter procedure, the Academy is to request an opinion both from the Divisions and from the Executive Committee, which has to deliver a verdict on both the proposal in question and the opinions expressed in relation to it.

Should the Academy approve a proposed amendment, it shall be held over until the next regular meeting. More than two thirds of the votes cast shall support the proposal before it can be finally adopted by the Academy.

If the Academy thus determines to amend the statutes, then the amendment shall be submitted to the Government for consideration and confirmation.

Rules of Procedure

Concerning the Organization and Work of the Royal Swedish Academy of Engineering Sciences

The Work of the Executive Committee

In addition to the activities laid down in §8 of the Academy's statutes, the Executive Committee shall:

- Approve the budget for the activities of the Academy and determine the use to be made of means from Academy funds
- Provide guidelines for the management of the Academy's assets
- Draw up a draft of the annual report
- Submit nominations for Chairman, Vice-Chairmen and President
- Propose the election of honorary members, foreign members and, in special cases, Swedish members, as well as selecting the recipients of emblems of appreciation
- Take decisions with regard to termination of membership
- Supply guidelines for the work of the President
- Determine whose signature shall represent the Academy, and who shall represent the Academy in a court of law or in relation to other authorities

Minutes are to be kept of meetings of the Executive Committee.

The Assemblies of the Academy

Notice to attend an Assembly of the Academy as well as the agenda shall be sent to members at least three weeks before the meeting.

Minutes of the Assemblies of the Academy are to be kept, and shall

contain a brief outline of the matters dealt with and the decisions taken. If there is a divergent opinion, this fact shall be noted in the minutes.

When the Academy is to elect a Chairman, Vice-Chairman and President, elect Swedish members, or appoint honorary or foreign members, sealed ballot papers may be submitted in advance with a note on the envelope indicating the question or the election concerned.

When telling votes, voting slips submitted in advance shall be counted.

At the Annual Meeting of the Academy, the Chairman and the President shall submit a report on the activities of the Academy and present a survey of the progress of research and technology with special emphasis on Swedish developments.

If the Academy has decided to confer distinctions, these shall normally be presented at the Annual Meeting.

The Divisions of the Academy

The Swedish members of the Academy belong to one of the twelve divisions listed below. The maximum number of members under the age of 65 is also given. In addition, a maximum of 35 members under the age of 65 may be elected to extra places.

The Divisions are oriented towards fields of science related to:

- Division I: Mechanical Engineering, not more than 32 members
- Division II: Electrical Engineering, not more than 22 members
- Division III: Built Environment, not more than 29 members
- Division IV: Chemical Engineering, not more than 29 members
- Division V: Mining and Materials, not more than 22 members
- Division VI: Management, not more than 43 members
- Division VII: Basic and Interdisciplinary Engineering Sciences, not more than 32 members
- Division VIII: Forest Technology, not more than 22 members
- Division IX: Economics, not more than 43 members

- Division X: Biotechnology, not more than 22 members
Division XI: Education and Research Policy, not more than 25 members
Division XII: Information Technology, not more than 29 members

The Meetings of the Divisions

The meetings of a Division are presided over by its Chairman or, when several Divisions meet together, by the Division Chairman who is the longest standing member. In the absence of the Division Chairman or Vice-Chairman, the longest standing member of the Academy under the age of 65 shall preside over the meeting.

Notice to attend Divisional meetings together with the agenda shall be sent to members at least three weeks before the meeting.

At the meeting, each member is entitled to raise issues not entered in the proposed agenda. To ensure that decisions on such matters shall be valid, all members of the Division must be given the opportunity to participate in such decisions.

Matters affecting several Divisions should be dealt with through joint deliberations of the Divisions concerned or by the co-option of members belonging to other Divisions.

Expertise from outside the Academy may be engaged in order to realize projects the Academy has decided to undertake.

Minutes from the meetings of the Divisions are kept.

The Election of Swedish Members

Nominations for election to a Division are prepared by the divisional

drafting committee. At the meeting of the Division, the Division decides which new members shall be nominated. Nominations for the preceding three years shall be presented to the members, together with briefing materials that may be of guidance. Before a decision is taken, the Division may conduct a postal ballot. If the Executive Committee has submitted a nomination for a new member of a Division, the Division is to pronounce an opinion upon it without delay. A nomination for the election of a Swedish member who is 65 or over shall always be examined by the Executive Committee.

If a Division deems it advisable to temporarily increase the number of its members by election to extra places as stipulated in §4 of the statutes, the matter must be placed before the Executive Committee. In the examination of the matter, regard shall primarily be paid to the need to maintain and develop expertise in the Division's field of activities.

An extra place may become a permanent one no later than five years from the date of the election.

An extra place may also be accorded if a member transfers to another Division or for a period during which a member under the age of 65 is permanently domiciled abroad. The renewal of an extra place for a member domiciled abroad should be examined by the Executive Committee every five years.

The Chairman of the Division concerned shall consult the person nominated by a Division for election and supply him or her with information about the objectives and work of the Academy before the Academy takes a decision on the nomination.

Cessation of Membership

In cases referred to in §5 section 2 of the statutes, a member is deemed to have resigned from the Academy effective as of the first day of the month following the month in which he or she gave notification of resignation.

If §5 section 3 of the statutes is applicable, the member should be informed of this in writing by the President before a decision is taken on cessation of membership.

Distinctions Awarded by the Academy

Marks of distinction awarded by the Academy are the Great Gold Medal, the Gold Medal, and the Brinell Medal.

Marks of recognition awarded by the Academy include the honorary member's emblem and the emblem of appreciation.

The Divisions are to submit nominations to the Academy's Medals Committee. Nominations may also be submitted directly to the Medals Committee by individual members or by persons who are not members of the Academy.

The Medals Committee is appointed by the Executive Committee and its task is to collate all nominations submitted and prepare nominations for the award-winners for the Executive Committee who presents the nominations to the Assembly of the Academy for a decision at a regular meeting.

Nominations by the Divisions should be presented at the last regular meeting of the calendar year preceding the year of award. Nominations shall be submitted to the Medals Committee no later than 1 February in the year of award.

Further information concerning the medals and marks of distinction awarded by the Academy together with details of their recipients may be found in the latest edition of the booklet "Utmärkelser och minnesmedaljer" (Distinctions and Commemorative Medals), published in Swedish by the Academy.

The statutes, in their current wording, were decided upon at the Assembly of the Academy on 23 November 2004 and adopted by the Government on 13 March 2008. Amendments to the rules of procedure were decided upon at the Assembly of the Academy on 29 May 2002 with respect to the Gold Medal and Gold Plaque distinctions awarded by the Academy, and on 29 November 2007 with respect to the Divisions of the Academy concerning the maximum number of members in Division XII and the number of extra places.



ROYAL SWEDISH ACADEMY OF ENGINEERING SCIENCES