

Article I: ORGANIZATIONAL STRUCTURE

1. SETAC Latin America (SLA) is a geographical unit of the Society of Environmental Toxicology and Chemistry (SETAC) and governed by the Board of Directors of SLA. SETAC is a scientific society governed by the SETAC World Council (SWC) that has the proportional representation from the geographical units, of which SLA is one. All members who are in this geographical unit belong to SLA and are represented and administered by SLA. The regional chapters of SLA are governed by the Board of Directors of SLA but must also have their own Boards of Directors.
2. The official languages of SLA are Spanish, Portuguese and English.
3. The obligations of the governing bodies are as follows:
  - A. SETAC WORLD COUNCIL (SWC):
    - i. Coordinates all SETAC activities aimed at promoting the global harmony of policies and their approaches, and ensures that SETAC's philosophy, goals and objectives are internationally preserved
    - ii. Establishes the membership criteria, policy, dues and payments, and protects information related to these actions in a secure manner
    - iii. Publishes scientific journals, books, websites and other high quality scientific media and provides communication between members through newsletters and electronic transmissions
    - iv. Organizes international or regional scientific meetings and workshops, ensuring that the scientific program, theme and place are suitable to encourage international and regional participation and presents matters of global and regional interest
    - v. Manages the financial resources of the Society in agreement with general transparency rules established by the world council and in compliance with regional laws and regulations
    - vi. Interacts with other multinational organizations worldwide
    - vii. Protects the reputation, image and property rights (trademarks, patents and others) of SETAC by reviewing and limiting the use of the SETAC logo or symbol and name to organizations and activities that are consistent with the philosophy and purposes of SETAC
  - B. SLA BOARD OF DIRECTORS
    - i. Represents members trained or experienced in disciplines related to environmental sciences, who are affiliated with SLA by virtue of their geographical proximity or origin.
    - ii. Sends representative(s) to the SETAC World Council in a manner that maintains sectorial balance as far as possible
    - iii. Promotes the objectives of SETAC in Latin America
    - iv. Holds periodic meetings to provide forums for scientific discussion
    - v. Interacts with national and international organizations worldwide
    - vi. Manages the business, functions, programs and activities of SLA

- vii. Establishes regional policies and carries out the pertinent actions to promote the fulfillment of the mission and objectives of the society
- viii. Establishes and dissolves national and regional chapters

C. NATIONAL/ REGIONAL CHAPTERS

- i. Represents the members of a given region or country
- ii. Organizes scientific meetings of national or regional interest in the local language, or in English as an alternative language when attendants have different languages
- iii. Raises funds to finance local and regional activities

Article II: MEMBERSHIP

1. The application to be a Member, Associate Member or Affiliate/Sponsor Member must be made on an application form authorized by the SETAC World Council or for a particular national chapter. The SLA Board of Directors must approve membership with oversight by the SETAC World Council. Emeritus Members will be selected by the SETAC World Council upon recommendation of the SLA Board of Directors, based on recognition for their contribution to the field and the Society.
2. The conditions or requirements and rights of the members are the following:

A. MEMBER

Conditions or requirements:

- i. You must share the purpose of SETAC
- ii. You must have applied experience, academic training, or have conducted research in areas related to the purpose of SETAC
- iii. You must possess a university degree, or been specially designated by the SETAC World Council upon recommendation of SLA
- iv. You must regularly pay the annual member dues or you can request the reduction thereof
- v. Applicants who apply for reduced dues may be students whose primary activity is aimed at obtaining a university degree in areas related to the purposes of society, members of developing countries as defined by the OECD or those in other special circumstances

Rights:

- i. You have the right to vote
- ii. You have the right to perform administrative acts  
You have the right to contribute to and receive the publications of the Society
- iii. You may participate in the functions, programs, activities, and committees of the Society

C. EMERITUS MEMBER

Conditions or requirements:

- i. You must share the purpose established by the Society
- ii. You must have been a member in good standing for three (3) years
- iii. You must be recognized for service to the Society and in the profession
- iv. You must be nominated by the Membership Committee of the SETAC World Council and recommended by the SLA
- v. Your nomination must be approved by the SETAC World Council
- vi. You must pay the Emeritus Member dues

Rights:

- i. You have the right to vote
- ii. You have the right to perform administrative acts
- iii. You have the right to contribute to and receive the publications of the Society
- iv. You may participate in the functions, programs, activities and committees of the Society

D. AFFILIATE MEMBER / SPONSOR

Conditions and requirements:

- i. Must be a non-profit organization, an institution, foundation or a natural or legal person.
- ii. Must share the purpose established by the Society.
- iii. Must pay the Affiliate Member or Sponsoring Member dues according to the level determined by the SETAC LA Board, GU or a national chapter. The governing body of the regional chapter establishes the dues for the Sponsoring Members.

Rights:

- i. You will receive benefits and recognition according to your contribution. Benefits may be granted through reductions in membership, with publications, meetings, and other benefits that the SETAC World Council or the GU / national chapter decides to grant.

3. Applications and supporting documentation on questions or appeals must be submitted to the GU / national chapter before sending to the SETAC World Council. Appeals or claims in the second instance should be directed to the SETAC World Council.

4. All applicants must be informed of the acceptance or denial of their application within a reasonable time.

Article III: DUES AND FINANCE

1. All dues shall be determined annually either by the national chapter or SETAC LA Board of Directors in agreement with SETAC World.
2. Dues must be paid annually.
3. Any member, whether Associate, Senior Associate, Emeritus or Affiliate/Sponsor who owes dues for three consecutive months, will lose membership status in the Society. They will be able to recover their membership status by paying the corresponding fee.
4. Dues and other income must be paid to the Society and allocated to the activities of the SETAC World Council and to the geographical units that the SETAC World Council has according to the annual budget, which is subject to approval by the SETAC World Council. Contributions and income obtained from the development of specific events, performance of functions or activities of SETAC may be accepted at the discretion of the SETAC World Council, in agreement with the geographical unit or the governing body of the regional chapter, respectively.
5. The fiscal year of the Society begins on January 1 and ends on December 31 of the same year.
6. All unused SLA economic funds must be deposited as reserve funds in favor of SLA in banks or other depository entities that the SLA Board of Directors may choose. When these funds are managed by the World Council, an annual financial report must be sent to the SLA board.
7. The audit of the books and accounts corresponding to SLA by an independent auditing must be reported to the SLA Board of Directors with the periodicity established by it.

#### Article IV: ELECTIONS AND FORMATION OF COMMITTEES

1. The SETAC LA Board of Directors shall normally consist of at least seven (7) members, including the immediate past president, presidents of national chapters with a balanced representation of the government, business sector and academic sector, whenever this is possible.
2. The terms of office of the SETAC LA Board of Directors shall be three (3) years and shall be in such a way that approximately one third (1/3) of the terms of the members end each year and at the same time call for new elections members of the SLA Board of Directors.  
  
The student representative will rotate every two years and can be not renewed for an additional period. There cannot be two consecutive periods with students representing the same country.
3. The members of the SLA Board of Directors must be members of SETAC with at least two years membership and be nominated by the SLA voting members.
4. The officers of the SLA Board of Directors will be elected by vote of the members of SLA with current membership.
5. The SLA Board of Directors shall elect the Vice President and the Secretary-Treasurer: The President shall perform their duties for a term of one year. The Vice President will be President

at the end of their term. The Secretary-Treasurer shall serve their functions for a period of three (3) years.

6. The officers of the SETAC LA Board of Directors and the voting members shall designate the representation of SETAC LA in the SETAC World Council to apply for the different functions. The following SETAC LA officials will be appointed as representatives on the World Council provided their election is ratified in the position and order indicated below:

- (i) President
- (ii) Secretary-Treasurer
- (iii) Outgoing President
- (iv) Vice President

The remaining vacant positions will be filled by members elected by the Assembly of SLA voting members. Nominations to occupy these positions in the SETAC World Council will be presented by the Nominating Committee to the SLA Board of Directors (officials and Full Assembly). Any member with a good track record in SLA can be nominated. The nomination process shall consider the experience and the sectoral balance, but this criterion does not necessarily have to be applied when it suits the interests of the Society provided that the sectoral balance can be achieved over time.

7. Representatives must unanimously approve all matters of the Society. Otherwise it will be necessary to approve a motion with the majority of votes of the SLA board.

8. The SLA Board of Directors will be responsible for the constitution and dissolution of all SLA Committees. The constitution of these Committees must be proportionate to the equitable participation of the government, business sector and academic sector, respectively. At least one member of the SLA Board of Directors must participate in each Committee.

#### Article V: ADMINISTRATION

1. Administrative support will be provided by SETAC World, subject to budgetary limitations. This point can be revised and modified if SLA reaches a number of members that justify an independent administration.
2. In the absence of a dedicated executive director, executive support will be provided by the SETAC Global or SETAC North America Executive Director, who will work with and support the efforts of the SLA Board of Directors. The Executive Director will be invited to participate in BOD and Executive Committee meetings in an ex-officio capacity.
3. The Executive Committee will provide the daily executive guidance and guidance to SLA. The Executive Committee will be composed of the President, Vice President, Secretary-Treasurer, immediate past President, Executive Director (ex-officio) and another member appointed by the President and ratified by the Directing Council according to the criterion of proportional representation of the government, private and academic sectors.

#### Article VI: ASSEMBLIES

1. The SLA Board of Directors will determine the dates, times and locations for board meetings. At least four meetings will be held per year.
3. The President of SLA must notify each representative of the date, time and agenda of the SLA Board of Directors board meeting at least two (2) weeks in advance.
4. The President may convene a special meeting or a meeting of the executive committee if the affairs of the society so require it.
5. A convening of the SLA Board of Directors may be requested, provided that the request is in writing, signed and approved by three (3) board members of SLA.
6. Any board member may propose an agenda item for consideration by the SLA Board of Directors provided that it is made at least three (3) days prior to the date scheduled for the board meeting.

#### Article VII: MODIFICATIONS

1. The SLA Board of Directors or one (1%) of the voting members of SLA may propose an amendment to the LA Society's by law. The SLA Board of Directors must distribute the proposed amendment to the voting members at least one (1) month in advance and no more than two (2) months from the date of the meeting in which the proposed modification(s) will be discussed. Only a simple majority of the voting membership is required to approve amendments to the by law. Constitution.
2. The SLA Board of Directors or voting members may propose modifications to the Society By-laws, which must be communicated to each member of the SLA Board of Directors at least one (1) month in advance and no more than two (2) months from the date of the meeting at which the proposal will be considered. Two thirds (2/3) of the votes of the SLA Board of Directors will be necessary to approve the proposed modification(s).
3. If necessary, an on-line voting process may be used, with the approval of SLA board of directors

#### Article VIII: GENERAL PROHIBITIONS

However, some of the provisions of the Constitution or the Statute may be subject to contrary interpretation:

- a. The Society may not organize or carry out activities other than established scientific and educational purposes.
- b. No sum of money from the Society's net earnings may be awarded to the benefit of a natural or legal person under any circumstances.
- c. The Society may not primarily engage in activities aimed at influencing the development of legislation contrary to its principles. However, the participation of representatives of the

Society in developing environmental legislation or regulation, in according to SETAC principles, is encouraged.

d. The Society may not participate in or intervene in political campaigns in support of candidates for public functions, including the publication or distribution of literature that can favor any political party or candidate.

e. The Society will not carry out activities whose primary objective would be to profit. However, getting reimbursed for operational costs is acceptable, provided that the procedure is ethical, transparent, and approved by the SLA board.

f. The Society will not invest part of its income without adopting the relevant security measures and only in exchange for a reasonable interest rate unless otherwise provided by the SETAC World Council to suit the interests of the Society.

g. The Society will not pay any compensation in excess or any other payment other than those corresponding to services actually provided.

h. The Society will not provide its services in a way that preferentially benefits a specific natural or legal person.

i. The Society will not make purchases of securities or acquisitions of any kind for more than it actually costs in money.

j. The Society will not sell any securities or property for less than what it actually costs in money.

k. The Society will not carry out transactions that involve the substantial transfer of its income or assets to any official of the Society, member of the SETAC World Council, Board of Directors or any contributor of the Society.

#### Article IX: DISTRIBUTION AND DISSOLUTION

1. In the event of the dissolution of SLA, the Board of Directors will distribute its assets and current entry to the SETAC World Council.

2. In case of dissolution of SLA and if the World Council cannot receive the net assets and income, the Board of Directors must distribute them to one or more organizations according to the limitations described in Article VII.