

BYLAWS
INTERNATIONAL SOCIETY FOR ENVIRONMENTAL EPIDEMIOLOGY
LATIN AMERICAN AND THE CARIBBEAN (LAC) CHAPTER

1. Mission and aims

The mission of the ISEE LAC Chapter is to promote and strengthen scientific research in environmental epidemiology in LAC countries.

The main aims of the LAC Chapter are:

- 1.1. to consolidate a collaborative network of LAC members of ISEE;
- 1.2. to identify common environmental health problems in the region;
- 1.3. to promote research in environmental epidemiology in the region;
- 1.4. to promote the academic exchange and training in environmental epidemiology in the region;
- 1.5. to interact with local, federal, regional, and international organizations and agencies in order to translate research findings into timely and effective policy.

The accomplishment of these aims will be reflected in an increased number of publications, fundraising, academic exchanges, knowledge translation, strategic alliances with national and international agencies, and assistance in prevention and control programs related to environmental health problems, led by LAC members of ISEE.

2. Geographical extent

The LAC Chapter includes all 43 countries, territories, and protectorates currently corresponding to the World Health Organization's (WHO) LAC region (see Annex).

3. Membership, dues, and administration

3.1. Membership

Members of the ISEE LAC Chapter will be classified in the following categories:

- 3.1.1. Regular member: all ISEE members born or residing in LAC, as defined above, are automatically members of the Chapter, unless they opt out.
- 3.1.2. Associate member: all ISEE members who were not born or who do not reside in LAC but conduct environmental epidemiology research in LAC are eligible to join the Chapter subject to completing a membership application process and its approval by the Chapter Executive Council.

3.2. Dues, financial contributions and other regulations

No regular additional dues to the ISEE membership are required from LAC Regular or Associate members. Any funds raised to support specifically the LAC Chapter shall be managed by the Executive Council of the LAC Chapter.

3.3. Executive Council

3.3.1. An Executive Council comprising six Regular members of the LAC Chapter shall be elected individually by a majority vote of the Chapter Regular members voting in a ballot by mail, electronic mail, or other electronic means. Regular members will include one representative of each of the following regions: Mexico, Central America and the Caribbean, Andean Region (Colombia, Venezuela, Ecuador, Peru, Bolivia), Brazil, and Southern Cone (Uruguay, Paraguay, Chile, and Argentina); and the representative/councilor of the LAC Chapter in the ISEE Executive Council.

3.3.2. ISEE shall publicize the election to encourage a diverse membership of the Executive Council of the LAC Chapter. Any Regular member of the LAC Chapter shall be included in ballot if: (a) their nomination is proposed and seconded by an ISEE member; (b) they accept such nomination; and (c) the nomination is received by ISEE no less than 21 days before the commencement of such ballot. Members of the LAC Chapter shall be given at least 21 days' notice of such ballot. Also note that Associate members will not have the right to vote or to be elected as members of the Executive Council.

3.3.3. One or two Counselor members will also be included in the Executive Council. Counselor members will be either former chairs of the LAC Chapter or former representatives/councilors of the LAC Chapter in the ISEE Executive Council, invited by the Regular members of the LAC Chapter to be part of the Executive Council. Counselor members shall participate and vote in the Executive Council meetings when they are invited to do so.

3.3.4. The Executive Council shall elect a Chair from the Executive Council of the LAC Chapter by majority vote. The Chair and/or the Executive Council may not enter into any contract or legal agreement on behalf of ISEE or the LAC Chapter except as approved by ISEE.

3.3.5. The term of office of Regular and Counselor members of the Executive Council will be three years except as specified below. Regular members of the Executive Council shall not serve more than two consecutive terms. To secure continuity in the Executive Council, two Regular members other than the Chair will resign from the Executive Council at the end of the first and second full years and may offer themselves for re-election. If elected before a year-end, the first term shall be deemed to begin on the day after the next year-end.

3.3.6. The Executive Council will meet bi-monthly in person or via conference call; the time and place will be set by the Chair. Meetings of the Executive Council shall also be called by order of the Executive Council of the ISEE.

3.3.7. Members of the Executive Council shall participate in at least three of the bi-monthly meetings (in person or via conference call) per year in order to continue being part of the Council.

3.3.8. At all meetings of the Executive Council, four Regular and Counselor members thereof shall be necessary and sufficient to constitute a quorum for the transaction of business. The act of at least four members present at any meeting shall be the act of the Executive Council except as may be otherwise specifically provided by the bylaws of ISEE and/or the LAC Chapter or by law.

3.4. Control and Administration of the LAC Chapter

The control and administration of the LAC Chapter shall be vested in the Executive Council. The Executive Council shall determine the nature and conduct of meetings, advise on policies of the Chapter, be custodian of the funds of the Chapter, and shall conduct other business of the Chapter subject to the bylaws of ISEE and the LAC Chapter.

3.5. Communication

The LAC Chapter will communicate with its members primarily via electronic means. Information about the LAC Chapter may be developed for publication on the ISEE website. A LAC Chapter website or other electronic formats may be developed.

4. **Bylaws**

The bylaws of the LAC Chapter may only be adopted, amended or rescinded by the Executive Council of ISEE. The bylaws of this Chapter shall follow the bylaws of ISEE; if in any case there has a conflict, the ISEE bylaws shall prevail.

Annex. List of countries, territories, and protectorates included in the ISEE LAC Chapter.

Caribbean

Antigua & Barbuda
Aruba
Bahamas
Barbados
Cayman Islands
Cuba
Curacao
Dominica
Dominican Republic
Grenada
Guadeloupe
Haiti
Jamaica
Martinique
Puerto Rico
St. Barthélemy
St. Kitts & Nevis
St. Lucia
St. Maarten
St. Vincent and the Grenadines
Trinidad & Tobago
Turks & Caicos Islands
Virgin Islands

Central & North America

Belize
Costa Rica
El Salvador
Guatemala
Honduras
Mexico
Nicaragua
Panama

South America

Argentina
Bolivia
Brazil
Chile
Colombia
Ecuador
French Guiana
Guyana
Paraguay
Peru
Suriname
Uruguay
Venezuela