

INTERNAL REGULATIONS

SECTION VIII: *Research Groups and Working Parties*

(Statutes Article XII)

1 The primary scientific Units of IUFRO are **Research Groups** and their **associated Working Parties**.

2 The Vice-President responsible for Divisions, on the recommendation of a Division Coordinator, initiates the **establishment of a new Research Group** by appointing an Interim Coordinator. The Interim Coordinator develops support of and participation in the Research Group by individual members and carries out a selfdetermined nomination procedure to identify a preferred candidate for the Research Group Coordinator position and up to three Deputy Coordinator positions. The Vice-President responsible for Divisions confirms the nominations on behalf of the Board.

3 The main **responsibilities of a Research Group Coordinator** are:

3.1 To lead a Research Group in its scientific and business activities, including the coordination of the interactions among Working Parties and review of their activities to promote cooperation and avoid duplication of effort.

3.2 To initiate and encourage the organization of meetings and scientific study tours of the Research Group and Working Parties between Congresses, to organize Research Group meetings during Congresses, to be responsible for the programme of these meetings, and normally to act as their Chair. The Research Group Coordinator also provides assistance to Working Parties in the organization of their meetings and other activities when needed.

3.3 To suggest topics or problems to involve the Research Group.

3.4 To propose the programmes of work of the IUFRO Research Group and Working Parties

3.5 To prepare and distribute periodic reports of the Research Group activities.

3.6 To arrange for publications related to the Research Group activities.

3.7 To keep in contact with the members of the Research Group and to promote the maintenance of address lists of members of the Research Group.

3.8 To exercise such additional authority as may be delegated to him/her by the Vice-President responsible for Divisions through the Division Coordinator.

3.9 Research Group Coordinators maintain a close and active working relationship with the Division Coordinator and with the associated Working Parties.

3.10 As with all other IUFRO Units, Research Group Coordinators create and maintain the Web pages of their Units in accordance with guidelines produced by the Executive Director.

4 The main **responsibilities of a Working Party Coordinator** are:

4.1 To lead a Working Party in its scientific and business activities.

4.2 To initiate and organize meetings (ideally at least one meeting) of the Working Party between Congresses.

4.3 To prepare and distribute periodic reports of the Working Party activities.

4.4 To arrange for publications related to the Working Party.

4.5 To maintain contact with the members of the Working Party and to promote the maintenance of address lists of members of the Working Party and maintain details of members on the Unit's Web page.

4.6 To exercise such additional authority as may be delegated to him/her by the Division Coordinators.

4.7 Working Party Coordinators maintain a close and active working relationship with the Research Group Coordinators.

4.8 As with all other IUFRO Units, Working Party Coordinators create and maintain the Web pages of their Units in accordance with the guidelines produced by the Executive Director.

5 Before the terms of office of the Research Group or Working Party Coordinators and the Deputy Coordinators expire, they will arrange for the Research Group or Working Party to **nominate at least one candidate for each Research Group and Working Party position**.

6 Research Group and Working Party Coordinators and their Deputy Coordinators normally **hold office for the period** starting on the first day after the IUFRO World Congress and ending with the last day of the next World Congress. The Division Coordinator has the authority to terminate at any time the term of office of a Research Group or Working Party Coordinator or Deputy Coordinator if it considers this to be in the best interest of IUFRO.

7 **Research Group Coordinators may propose Working Parties** within each Research Group.

Establishment and termination of a Working Party requires Board approval but can be done at any time. Research Group Coordinators may appoint a Coordinator and Deputy Coordinators to lead each Working Party, after receiving the approval of their Division Coordinators.