

**PCSI 2015 GENERAL ASSEMBLY MEETING MINUTES –
Hague, The Netherlands**

Session 1 Agenda: Thursday, October 16th (10:00 – 10:30)

1. Introduction and Welcome	Dana Burduja, President
2. Executive Committee Officer and Member Election Procedure <ul style="list-style-type: none"> • Procedure • Candidate presentations 	Brian Mccarthy, Secretary
3. Voting Procedures/Timing	Brian Mccarthy, Secretary

1. Introduction and welcome

Dana Burduja, President, welcomed everyone to the conference and to the General Assembly. She outlined the agenda, and explained that the meeting would be in two parts:

- Part 1 to introduce the Executive Committee (EC) Member nominees and outline the procedures for voting and the timing.
- Part 2 to work through other key committee issues, to be held later in the day.

The individuals in the table below were present for this session of the 2015 General Assembly Meeting:

Name	Organisation
Syed ALJUNID	National University of Malaysia
Silje Adele ANGELL	Hospital Telemark Norway
Malle AVARSOO	Estonian Health Insurance Fund
Peter BROSCHE	Federal Ministry of Health
Alfa D'AMATO	Health System Support Group
Burduja DANA	European Investment Bank Luxembourg
James DOWNIE	Independent Hospital Pricing Authority
Tatjana GOLUBAJEVA	National Health Insurance Fund
Janette GREEN	University of Wollongong
Fredick	Norwegian Directorate of Health
Jacob HOFDIJK	Village Foundation
Svein Jarle HOLE	Nirvaco Datawell
Jesper IWERSEN	IMS Health
Terri JACKSON	University of Melbourne
Gintaras KACEVIČIUS	National Health Insurance Fund
Kristiina KAHUR	FCG Consulting Ltd
Éva KEREKESNÉ KRETZER	National Health Insurance Fund

Sukil KIM	The Catholic University of Korea
Villám KITTI	National Health Insurance Fund
Violeta KUTRAITĖ	NATIONAL HEALTH INSURANCE FUND UNDER THE MINISTRY OF HEALTH OF LITHUANIA
Örjan LERINGE	DRG System Development AB
Mauro MAISTRELLO	Azienda Ospedaliera di Melegnano
Diana MANIUSIENE	Vilnius university hospital Santariskiu klinikos
Ric MARSHALL	University of Sydney
Deniza MAZEVSKA	Health Policy Analysis
Brian MCCARTHY	Healthcare Pricing Office
Paula MONTEITH	HSCIC
Julia NAGY	National Health Insurance Company
Yashwant PATEL	Monitor Gov
Jim PEARSE	Health Policy Analysis
Jiro OKOCHI	Tatsumanosato Geriatric Health Care Facilities
Magali PIRSON	Université Libre de Bruxelles
Kevin RATCLIFFE	DHHS - Tasmania
Helen RATCLIFFE	DHHS
Husein REKA	Supreme Council of Health
Jean Marie RODRIGUES	LIMICS UJM
Jugna SHAH	Nimitt Consulting Inc.
Sobin SHAH	Monitor Gov
Nilawan UPAKDEE	Faculty of Pharmaceutical Sciences, Naresuan University
Martti VIRTANEN	Nordic Casemix Centre
Patrick Weber	EFMI
Talstra Marije	Fluent
Conrad Kobel	AHSRI
Olga Kulyk	University of Twente
James Ravindran	Quality Reimbursement Services
Sandra Gomez	FHF
Sean Koekstra	CCD
Kris Van Der Meij	CQT
Jade Khalife	Ministry for Public Health

2. Executive Committee Officer and Member election

Brian McCarthy, Secretary, explained that there were two EC member spots available. He then introduced each of the nominees, who in turn spoke for up to two minutes to make a claim for member status on the EC. They were in the following order (alphabetical by surname):

- Alfa D'Amato
- Jade Khalif
- Kevin Ratcliffe
- Sobin Shah.

3. Voting procedures/timing

Brian then outlined the voting procedures for Executive Committee Member and the timing. He explained that the outcomes of the election would be announced at the Gala Dinner.

This marked the close of the morning session of the General Assembly. The group reconvened later in the afternoon to discuss the remaining agenda items.

Session 2 Agenda: Thursday, October 16th 16:30 to 17:30

4. Distribution and acceptance of 2014 General Assembly Minutes	Dana Burduja, President Brian McCarthy, Secretary
5. Closing Accounts and Acceptance of the 2014 Financial Report	Paula Monteith, Treasurer and Dana Burduja, President
6. PCSI Schools <ul style="list-style-type: none"> • Advanced Design & Implementation of Case-Mix Funding Models (formerly Winter School) • The Canadian School • Introduction to Principles & Applications of Case-Mix in Health Systems (formerly Summer School) 	Jean Marie Rodrigues, Emeritus President Janette Green, EC Member Dana Burduja, President
7. Proposed Changes for the PCSI Mission, Vision, Goals and Charter –second vote	Dana Burduja, President
8. Future Conferences and Events <ul style="list-style-type: none"> • 2016 Ireland • 2017 Australia ?? • 2018 ??? 	Dana Burduja, President
9. Other Business/Items for Discussion	Dana Burduja, President
10. Announcement of Election Results (at the Gala Dinner)	Brian McCarthy, Secretary
11. Announcement of Best Conference Paper, Best Poster and Case-Mix Innovation prizes (at the Gala Dinner)	Selection Committee

Dana welcomed everyone to the second and final session of the 2015 General Assembly meeting.

The individuals in the table below were present for this session of the 2015 General Assembly Meeting:

Name	Organisation
Syed ALJUNID	National University of Malaysia
Alfa D'AMATO	Health System Support Group
Burduja DANA	European Investment Bank Luxembourg
James DOWNIE	Independent Hospital Pricing Authority
Simon DREYER	Medscheme
Morten EIMOT	Analysesenteret
Janette GREEN	University of Wollongong
Jacob HOFDIJK	Village Foundation
Terri JACKSON	University of Melbourne
Kristiina KAHUR	FCG Consulting Ltd
Toby LAMBERT	Monitor Gov

Örjan LERINGE	DRG System Development AB
Ric MARSHALL	University of Sydney
Deniza MAZEVSKA	Health Policy Analysis
Brian MCCARTHY	Healthcare Pricing Office
Nigel MICHELL	PowerHealth Solutions
Paula MONTEITH	HSCIC
Jessica NURICK	Medscheme
Daniel O'HALLORAN	National Health Performance Authority
Jiro OKOCHI	Tatsumanosato Geriatric Health Care Facilities
Bjørn Ivar OLSEN	Universistetssykehuset Nord-Norge HF, Hjerter- og lungeklinikken
Yashwant PATEL	Monitor Gov
Jim PEARSE	Health Policy Analysis
Kevin RATCLIFFE	DHHS - Tasmania
Husein REKA	Supreme Council of Health
Jean Marie RODRIGUES	LIMICS UJM
Joe Scuteri	HealthConsult
Tor Øystein SEIERSTAD	Analysecenteret AS
Jugna SHAH	Nimitt Consulting Inc.
Sobin SHAH	Monitor Gov
Olafr STEINUM	diaQualos AB
Stephen SUTCH	Johns Hopkins University
Mati TABUR	Ramsay Health Care Limited
Martti VIRTANEN	Nordic Casemix Centre
Douglas YEO	Canadian Institute for Health Information
Yingjun (Victoria) ZHU	Canadian Institute for Health Information
Conrad Kobel	AHSRI
James Ravindran	Quality Reimbursement Services
Sean Koekstra	CCD
Jade Khalife	Ministry for Public Health
Ketevan Goginashvili	Ministry of Health in Georgia
Marina Darakhvelidze	Ministry of Labour, Health and social affairs
Daniel Ciurea	Centre for health policies and services.
Brian Donovan	Healthcare Pricing Office.

4. Distribution and acceptance of 2014 General Assembly minutes

Dana Burduja called for the acceptance of the 2014 General Assembly minutes. Votes were cast and 23 members accepted the minutes. Five members indicated that they were abstaining from voting due to the fact that they were not present at the meeting. No member disapproved of the minutes.

5. Closing accounts and the acceptance of the 2014 Financial report

Paula Monteith, Treasurer, presented the 2014 Financial Report, as follows:

During 2014, PCSI held two financial accounts at Credit Agricole Loire Haute-Loire, France, one financial account in Luxembourg and one financial account in Canada, TD Canada Trust as per

Table 1 below.

Table 1 – PCSI – Type of account

Type of account	
CCHQ (France)	Cheque Account
CSL (France)	Deposit Account
CCHQ (Luxembourg)	Cheque Account
CCHQ (Canada)	Cheque Account

Paula explained that there was a slight increase in the closing balance compared with the opening balance in 2014 (Table 2), and proceeded to present the underlying information making up these figures (Table 3 to Table 6).

Table 2 – 2014 Closing account summary

Account	Opening balance (Euros)	Closing balance (Euros)
CCHQ (France)	22,263.48	21,890.07
CSL (France)	2,799.23	2,811.51
CCHQ (Denmark)	7,825.42	0
CCHQ (Luxembourg)		3,000.00
CCHQ (Canada)	2,280.80	10,144.79
	\$3,223.47	\$14,992.00*
TOTAL	35,168.93	37,846.37

* Exchange rate for Canada account = 1.48 CAD = 1 euro (13th October 2015)

Table 3 – Winter (advanced) school 2014 Portugal

	Euros
Income	33,820.21
Expenditure	24,021.52
Profit/(Loss)*	9,798.69

* Exchange rate for Canada account = 1.48 CAD = 1 euro (13th October 2015)

Table 4 – Summer (basic principles) school 2014 Singapore (Event cancelled)

	Euros
Income	0.00
Expenditure	2,905.31
Profit/(Loss)	(2,905.31)

Table 5 – PCSI conference 2014 Doha

	Euros
Income	23,948.81
Expenditure	16,252.78
Profit/(Loss)	7,696.03

Table 6 – 2014 Total income and expenditure for all accounts*

Accounts	Euros	Euros	Euros	Euros
Opening balance	35,168.93			
Income		61,909.31		

Expenditure			59,231.87	
Closing balance				37,846.37

* Assumes Danish account = expenditure, Luxembourg account = income and exchange rate for Canada account = 1.48 CAD = 1 euro (13th October 2015)

Paula then presented the account summaries and forecast balance to 31 December 2015 (Table 7). She listed the following assumptions in preparing the projections:

- Basic principles (summer) school 2015 includes 5,000 euros contingency for as yet unraised fees / payments.
- PCSI 2015 Conference income based on estimated 160 members at 60 euros each (with no additional profit or loss share).
- Projected Conference expenses include EC travel and prizes / gifts.
- No estimation has been made for receipt of monies from Partnership Events 2015.
- Bank charges are estimated for the remainder of October plus November and December.

Table 7 – 2015 Account summaries (01/01/15-08/10/15)

Accounts (Euros)	Opening balance 01/01/2015 (Euros)	Balance as at 08/10/15 (Euros)	Forecast balance to 31/12/15 (Euros)
CCHQ (France)	21,890.07	37,205.45	32,130.45
CSL (France)	2,811.51	2,820.20	2,841.17
CCHQ (Denmark)	0.00	0.00	0.00
CCHQ (Luxembourg)	3,000.00	3,000.00	3,000.00
CCHQ (Canada)*	10,144.79	12,913.67	12,910.06
TOTAL	37,846.37	55,939.32	50,881.68

* Exchange rate for Canada account = 1.48 CAD = 1 euro (13th October 2015)

Paula explained that the main reasons for increase in the closing balance compared with the opening balance for 2014 were as follows:

- Successful Conference Doha 2014
- Successful Basic principles (summer) school 2015
- Successful Advanced (winter) school 2015
- Successful Partnership events (CIHI) 2015.

A question was raised about the income and expenditure related to schools, which was what these figures actually represent (i.e. are forthcoming expenses represented?). Paula explained that the tables show the results of the transactions (expenditure and income) that have actually hit the accounts.

Members cast a vote towards acceptance of the 2014 financial report, and 38 showed a hand indicating acceptance. No members disapproved of the accounts, and no members abstained from voting.

6. PCSI schools

Janette Green, EC member, presented on the 2015 Advanced casemix school. She explained that it was the 5th time the school that has been held and this year it was in Lisbon, Portugal. The tuition fee was 1,700 Euro. Twenty-three students from 10

different countries had attended. This resulted in a financial surplus of 2,753 Euros, so the school was financially profitable.

Janette also explained that a similar school was run in Canada as a Partnership event, with CIHI. Sixty Euros of the tuition fee per participant goes to the PCSI.

The next Advanced casemix school is planned for April 2016.

Jean Marie Rodrigues, Emeritus President, presented on the 2015 Basic principles (summer) school 2015, which was held in Avignon, France. This was the third time that the school has been held there.

The next Basic principles school will be held in June 2016, and has already been advertised on the PCSI website. The tuition fee for Basic principles school is currently 1,600 Euros. In 2015 the school had two tracks: one in English and one in French. The French track is dependent on there being enough French speaking students, which was the case in 2015. This is also likely in 2016, as six students participating in the 2015 school were from a single French organisation that has indicated they will enroll approximately the same number in the 2016 school.

Professor Rodrigues indicated that the school made about 5,000 Euro profit, but this has not been confirmed as the accounts have not as yet been consolidated.

Terri Jackson added to Professor Rodrigues' presentation that there was a comprehensive review of the curriculum by Jugna Shah (Vice President, and also a member of the faculty of the Basic principles school), and this improved the quality of the teaching and the program.

Dana Burduja also pointed out that most Basic principles school participants are present at the conference, as are a few of the Advanced school participants. Therefore, the schools have multiple benefits.

Dana reported that the EC had discussed the extension of hardship funds as well as other strategies to allow members to benefit from the profits made through the schools and also the annual conferences. She explained that 2-3 proposals put forward would be fleshed out further by the EC and put up onto the website, potentially to be voted on at the 2016 General Assembly.

7. Proposed changes to PCSI Mission, Vision, Goals and Charter – second vote

Members voted on the proposed changes to PCSI Mission, Vision, Goals and Charter. Thirty-nine members showed a hand of approval for the changes. Five members indicated that they were abstaining from voting. No members voted against the changes.

8. Future conferences

Dana Burduja stated that there is no proposal for a place/ partner to organise the 2018 PCSI conference. She requested that if anyone is interested, to contact the EC to discuss further.

She also mentioned that the EC had discussed whether the conference would be better held biannually. The outcome of this discussion was that annual conferences were supported due to the advantages that the conferences offer for advancing knowledge and networking. She asked for a show of hands on whether the General Assembly also agrees with this position, and most members showed hands to indicate that they were in support of an annual conference.

The following comments were offered from members in relation to this issue:

- The frequency of the conferences must continue to be annual to keep members' interest, else there is a danger that this will deteriorate.
- That an international conference is held biannually, and that in between, regional conferences are held.
- Consider having conferences every 18 months.

Dana reported that there is a partner for 2016, and this is the Healthcare Pricing Office in Ireland.

Brian Donovan then gave an introduction to Ireland and to the 2016 conference, which is planned for 4 to 7 October 2016 in Dublin. Note that 4 to 7 October is Tuesday to Friday. No Saturday session is possible due to the venue, which only operates on weekdays.

Dana then introduced James Downie from the Independent Hospital Pricing Authority (IHPA) in Australia, who is proposing that the 2017 conference be held in Sydney, Australia. She explained that James had presented to the EC earlier in the week, and that the EC was in favour of the proposal but had some concerns about wider acceptance due to the long distance for most members to travel to Australia (and the costs associated with this). The EC had decided to canvass members' interest on this proposal more widely prior to making a final decision.

James gave the main highlights of proposal. These were that:

- The proposed PCSI conference would be held back to back with the annual Activity Based Funding (ABF) Conference organised by IHPA. The Australian ABF Conference usually attracts around 400 delegates, including international delegates.
- IHPA will underwrite the conference.
- The two conferences would occur back-to-back, with the PCSI following the Australian ABF conference, and the two conferences sharing workshops and social events (e.g. the welcome reception).

- PCSI delegates would receive complimentary registration to Australian ABF conference.
- The proposed location is the Hilton Hotel, which is in a central location in Sydney.
- The conference registration would not be expected to be any higher than for the current conference, and hotel rates in the city are similar to those in Europe. Therefore, the cost to delegates to attend the conference would be about the same except for travel (and time off work). Dual registration to the Australian ABF conference would offset some of the additional costs.

Jugna Shah specifically asked members whether the cost would be too prohibitive (i.e. in terms of actual cost plus days away from work) for European members to consider the 2017 conference to be held in Australia.

Olafr Steinum, EC Member, asked members to also consider in their decision making that that PCSI is an international organisation. That is, even though most members are in Europe, other members are from other parts of the world, and the conference must travel to accommodate all members. Previously conferences have been held in Canada, Singapore, Qatar and other places outside of Europe for this reason.

Given that no member expressed an issue with the conference being held in Australia, and that the EC is in favour of the offer, it was decided that the 2017 conference would be held in Sydney as per James Downie's proposal. Dana asked that members spread the word about this to enable people to plan ahead.

9. Announcement of Best Conference Paper, Best Poster and Casemix Innovation price

Dana Burduja reiterated that this would occur at the Gala Dinner to be held later in the evening.

10. Other business items

Dana Burduja mentioned that Brian Mccarthy has been very active in keeping the PCSI website updated. However, no comments had been received from members for any changes to the website.

No other comments were raised, and consequently the meeting was closed.

Announcement of Election Results

The following individuals were elected to the EC and the results were announced at the Gala Dinner:

Committee Members

- Alfa D' Amato
- Kevin Ratcliffe

Best Poster Prize Award at the 30th Annual PCSI Conference in Doha, Qatar

Congratulations to Rui M. Santana, Gloria Gonçalves, Ana P. Marques, Sonia Faleiro, Gonçalo Cunha, Teresa Magalhaes, Sílvia Lopes, Bruno D. Moita (variously from Health care policy and management, Escola Nacional de Saúde Pública, Portugal. Centro de Investigação em Saúde Pública, Portugal. Altran Portugal, Portugal and Centro Hospitalar do Algarve, Faro, Portugal) which won the best poster competition.

This was announced at the Gala Dinner.

Best paper prize awards at the 30th Annual PCSI Conference in Doha, Qatar.

Congratulations to Jeff Hatcher, Heather Richards, Craig Homan, Victoria Zhu from the Canadian Institute for Health Information in Canada for their paper "Building a Population Grouping Methodology and Cost Weights". which won the best paper prize at the conference this year.

Congratulations also to Alan Thompson and Steve Sutch of Johns Hopkins HealthCare, Baltimore, USA for their paper entitled "Case Finding & Population Profiling – Separate Disciplines or Both Sides of the Same Coin?" which came second.

Finally, congratulations to Jim Pearse, Deniza Mazevska, Akira Hachigo (of Health Policy Analysis, Australia), Donald MacLellan, Gavin Meredith, Liz Hay, Jennie Pares (of the Agency for Clinical Innovation, Australia) for their paper "Incentivized integrated care for patients with a hip fracture in the acute setting" which came third.

These were announced at the Gala Dinner.

Innovation prize awards at the 29th Annual PCSI Conference in Doha, Qatar.

Congratulations to Jeff Hatcher, Heather Richards, Craig Homan, Victoria Zhu from the Canadian Institute for Health Information in Canada for winning the Innovation prize at the 31th annual PCSI Conference in The Hague for their paper "Building a Population Grouping Methodology and Cost Weights".

This was announced at the Gala Dinner.

Appendix I

PATIENT CLASSIFICATION SYSTEMS INTERNATIONAL

TAGLINE:

PCSI - The leading international organization sharing Casemix research, analysis, and implementation experiences.

VISION:

PCSI envisions a world where the access to health care, medical information and social care, the quality and efficiency of health services are fostered through the development and use of innovative Casemix tools and research.

MISSION:

To promote the coordination and cooperation among the different groups of professionals in the healthcare field, researchers and developers who use the patient classification systems around the world (as by the 1986 official charter of the association).

Proposed statement: Promote the ongoing development of Casemix strategies and innovations at regional, national and international level, to support effective management, financing, and quality measurement of the health and social care systems

Appendix II

UPDATED CHARTER PROPOSED TO BE USED AS REFERENCE

1 Article 1: Title

- 1.1 An association named “Patient Classification Systems/Europe” and represented by the name of Patients Classification Systems International and the acronym PCSI shall be established. Its registered seat is in Saint Etienne, Faculty of Medicine – 15 rue Ambroise Paré, the Public Health Department.

2 Article 2: Objective

- 2.1 The association named “Patient Classification Systems/Europe” has the following objective:

To promote the coordination and cooperation among the different groups of professionals in the healthcare field, researchers and developers who use the patient classification systems around the world.

3 Article 3: Means of Action

- 3.1 The means of action of the association are as follows:

- Facilitate the international and multidisciplinary cooperation among the groups, by helping them establish contact with one another and by providing them technical and organisational scientific support.
- Organise an annual international conference.
- Organise training sessions.
- Form committees, working groups on a subject serving the objective of the association.
- Publish a newsletter.
- Support the member groups in organising their activities.
- Collaborate with the international organisations and with the international scientific associations who show interest in the same matters.

4 Article 4: Members

- 4.1 The association consists of the founding and the active members, who are either groups or individuals from different European, as well as non-European countries.
- 4.2 The founding members are those who, having been invited to the General Founding Assembly in Lisbon between the 13th and the 15th of June 1987, gave the interim Officers of the association their written consent regarding the charter to which they were subject and which was modified in order to follow the recommendations of the Assembly for the 15th of November 1987 no later than the 15th of June 1988.
- 4.3 The active members are those who have been recognised as such by the Executive Committee, following the proposal of the Officers of the association, to which the requests were directed.

- 4.4 The founding and the active members shall pay an annual contribution, whose amount shall be decided by the Executive Committee, following the proposal of the Officers.
- 4.5 The founding and the active members who have paid their contribution shall constitute the General Assembly.

5 Article 5: Loss of membership

- 5.1 The status of member of the association shall be redeemed lost by:
- Resignation
 - Due to non-payment of the contribution
 - Cancellation by the Executive Committee due to serious reasons.
- 5.2 The member in question shall be informed about the losing of the status in advance and shall be invited to present his motivation.

6 Article 6: The General Assembly (GA)

- 6.1 The General Assembly comprises all the founding and the active members who have paid their contribution.
- 6.2 It shall meet on a yearly basis, as well as every time it is summoned by the Executive Committee or as a response to the invitation of a minority of a quarter of its members.
- 6.3 The agenda of the General Assembly shall be set by the Executive Committee.
- 6.4 Its legal location is the association address.
- 6.5 The General Assembly shall hear the management reports of the association presented by the Officers and the financial management reports presented by the Treasurer.
- 6.6 The General Assembly shall approve the closed accounts from the respective financial year and it shall vote the budget for the following financial year, and discuss the agenda items being presented.
- 6.7 The General Assembly shall ratify by a simple majority any change brought to the charter brought to them by the Executive Committee.

7 Article 7: Organization of the Executive Committee (EC)

- 7.1 The association shall be managed by an Executive Committee.
- 7.2 The Executive Committee shall comprise of the founding members and active members (defined as those who have paid their contribution fee) who have been elected by the General Assembly to serve the organization.
- 7.3 The General Assembly will elect Officers and Executive Committee Members. Any active member may stand for election. The aim of the organization is to have a geographically diverse and representative Executive Committee, made up of dedicated individuals committed to carrying out the vision, mission, and the activities necessary to make the organization successful for all its members.
- 7.4 Elected individuals, whether they are Officers or members to serve on the Executive Committee, will have terms spanning three years.
- 7.5 The Executive Committee shall meet at least once a year and the agenda for the meeting will be prepared by the Officers. The Executive Committee shall prepare

the financial management annual report and present it to the General Assembly for approval.

- 7.6 The Executive Committee shall be responsible for the distribution of resources among the members and of the supervision of their use.
- 7.7 The members of the Executive Committee may propose amendments to the Charter during their regular meetings. The members are thus invited to vote. If the proposal obtains the majority of the votes, it shall be submitted to the next general assembly for ratification.
- 7.8 The Executive Committee shall receive proposals for decisions and projects of the association received from officers and members within the context of the objective presented in Article 2.
- 7.9 The vote by proxy and the remote vote shall be accepted under the following circumstances:
 - The Officers may decide to accept a remote vote in non-essential issues.
 - The members of the Executive Committee who are absent from a meeting may choose either a remote or a proxy vote.
 - In the case of proxy votes, each member of the Executive Committee may not cast more than two votes in addition to his/hers.
 - The remote vote takes precedence over the proxy vote.

8 Article 8: The Officers

- 8.1 The Officers of the association are the President, the Vice president, the Treasurer and the Secretary.
- 8.2 The officers are elected by the General Assembly and will have terms spanning three years.
- 8.2 The President shall preside over the Executive Committee, as well as over the General Assembly.
- 8.3 The Officers submit a financial management annual report to the Executive Committee, for approval and submission to the General Assembly.
- 8.4 The president or the secretary shall represent the association in legal proceedings and in all civil acts and they must enjoy the full exercise of their civil rights.
- 8.5 The officers shall be responsible for the implementing of the tasks set by the Executive Committee or considered necessary for the functioning of the association.
- 8.6 The expenses shall be set by the president.
- 8.7 If the President of the Executive Committee resigns or dies while in office, the Vice-President shall assume the remaining term until the next General Assembly, when elections will be organized for the President position.

9 Article 9: Working Groups

- 9.1 A working group on a particular subject may be organised by the decision of the Officers, following the proposal of all the members of the Executive Committee and after its ratification by the Executive Committee.
- 9.2 The members of such a working group may be appointed from among the members or the non-members of the association who have the expertise in that particular field.

10 Article 10: Resources and Accounting

- 10.1 Each member must pay an annual contribution.
- 10.2 The amount of the contribution shall be set by the Executive Committee.
- 10.3 The contribution is different for groups and for individual members.
- 10.4 Subsidies may be asked from the governmental, international and private organisations.
- 10.5 The keeping of the accounts shall be made on a daily basis, based on receipts and expenditures and if there have been materials accounting records.
- 10.6 The documents supporting the accounting shall be presented without delay at the request of the Prefect, to him in person or to his delegate or to any official accredited by the former.
- 10.7 The financial management annual report shall be addressed to each member.

11 Article 11: Statement and Register

- 11.1 Any change in the administration or management of the association, as well as any change of the charter shall be recorded in a special register, listed and signed and available at any time at the request of the Prefect.

12 Article 12: Dissolution

- 12.1 The dissolution of the association may only be pronounced by the General Assembly, summoned to this particular purpose.
- 12.2 The General Assembly shall appoint one or more commissionaires in charge with the liquidation of the assets of the association.
- 12.3 The General Assembly shall allocate the net assets in accordance with the law.
- 12.4 The dissolution shall be subject to a declaration submitted to the Prefecture.

For the original charter registering the association in France in 1986, please consult separate documents available on the website of the association.