

The International Chair in Bioethics

Statute

Including Amendment No. 1

Chapter A - The Founder

1. Prof. Amnon Carmi (hereinafter: "**The Founder**") is the Founder of the International Chair in Bioethics (hereinafter: "**ICB**").
2. The Founder is the Head of the ICB (hereinafter: "**The Head of the ICB**").
3. The Founder shall decide on the official inauguration date of the ICB (hereinafter: "**Inauguration**"). Notification of the inauguration shall be made by the Founder by forwarding it to the Governing Council of the ICB (as defined later in this statute) by e-mail and/or by any electronic and/or other means of communication chosen by the Founder.
4. The Founder shall serve for a period of two years as Head of the ICB from the inauguration (hereinafter: "**The Founder's Term**").

Chapter B - The Powers of the Founder as Head of the ICB - Director General and Acting Head of the ICB

5. The Powers of the Founder as Head of the ICB

In addition to and beyond the powers given to the Founder as set forth in Chapter A above, the powers and functions of the Founder as Head of the ICB shall be as follows:

- 5.1. Initiate, innovate, monitor, lead and manage the ICB activities.
- 5.2. Assist in raising donations for ICB activities.
- 5.3. Represent the ICB in front of any body, authority, institution and/or individual.
- 5.4. Sign, on behalf of the ICB on any agreement and/or obligation with any person, body, institution and/or authority including, but not only, on Cooperation agreements, Sponsorship agreements and Merger agreements.
- 5.5. **Director General:**
 - 5.5.1. At any time, during the Founder's term, the Founder may appoint a Director General of the ICB (hereinafter: "**DG**") and date the DG's entry into office.

5.5.2. From the beginning of his/her tenure, it will be the DG who will manage the ICB and head it.

5.5.3. The appointment of a DG by the Founder, as stated in paragraphs 5.5.1-5.5.2 above and/or by the Acting Head of the ICB (as specified below in this statute) shall be for a period of three years starting at the DG's term commencement (hereinafter: "**DG's First Term**").

5.5.4. From the DG's first term commencement, in accordance with the provisions of this Statute, the Founder shall cease to chair the ICB and become a member of the Governing Council (GOVC) and shall have one vote, like all other members of the GOVC.

5.5.5. The founder will serve as a member of the GOVC for as long as he wishes.

5.6. Representative & Acting Head:

5.6.1. Appoint any person to represent, in his place, ad hoc, the ICB in front of any body, authority, institution and/or individual.

5.6.2. Upon taking office as Head of the ICB, the Founder may appoint an Acting Head to the ICB (hereinafter: "**AH**"). The AH will serve as the Head of the ICB upon the written request of the Founder and/or when the Founder is unable for any reason to fulfill his role as Head of the ICB during his term (Hereinafter: "**Incapacity**"). The AH's powers, when performing his/her duties as the Head of the ICB, shall be as the founder's powers as Head of the ICB. In the event of incapacity, the AH shall commence his/her duties immediately as the Head of the ICB. Whenever the AH, according to the provisions of this Statute, acts as the Head of the ICB, the Founder shall cease to serve as Head of the ICB. As long as the Founder has not requested to return to his position as head of the ICB, the AH will be entitled to serve in the position of Head of the ICB until the end of the Founder's term as defined in this Statute. At the request of the Founder and/or at the end of incapacity, the Founder will return to his position as Head of the ICB.

5.6.3. The AH while serving as Head of the ICB shall be entitled to appoint a DG, provided that a DG has not been appointed by the Founder.

5.6.4. Except for the right to be a member of the GOVC for life, the other rights and obligations of the Founder as Head of the ICB

set out in this Statute are given to the AH as long as he/she serves as Head of the ICB.

5.6.5. If an AH is not appointed and the Founder is not able to fulfill his position as Head of the ICB for any reason, the position of Head of the ICB will be filled by a DG that had been nominated, according to the provisions of this Statute, by the Founder. To the extent that a DG was not appointed by the Founder, the GOVC will elect a temporary DG who, upon being elected, will commence the position as Head of the ICB. The election of a temporary DG, will be made by a majority of 51% of all members of the GOVC.

5.6.6. From the beginning of the term of office of the DG, in accordance with the provisions of this Statute, the AH shall cease to be the Head of ICB and the role of Head of the ICB shall be that of the DG.

5.7. Divisions and Heads of Divisions:

5.7.1. Establish ICB division (as defined below) in any geographical area specified below in this Statute.

5.7.2. Add, merge and/or change the geographical areas as defined in this Statute subject to the consent of all Heads of Divisions (hereinafter: "DHs").

5.7.3. Appoint DHs. The appointment of a DH, as stated in this paragraph, shall be for a period of three years (hereinafter: "**DH's Initial Term**").

5.7.4. Appoint an alternate DH in place of an incumbent DH, for a period that ends no later than the end of the DH's Initial Term.

5.7.5. Cancel at any time the appointment of a DH (and/or alternate DH).

5.7.6. Notice of appointment, extension of appointment and/or termination of appointment of a DH and/or alternate DH, shall be sent by e-mail to the relevant DH and/or alternate DH at least 60 days before the appointment, extension and/or termination of appointment with a copy of the notice sent by e-mail to all members of the GOVC and units heads in the said geographical area.

5.8. Units & Unit Heads:

5.8.1. Establish and/or close units (as defined below in this Statute) anywhere in the world, subject to the regulations specified in Appendix 1 and to the provisions of this Statute.

- 5.8.2. Appoint, subject to the regulations specified in Appendix 1 and to the provisions of this Statute Heads of Units (hereinafter: "**UH**"). The appointment of a UH shall be for a period of three years (hereinafter: "**UH Term**").
- 5.8.3. To cancel, for any reason, the appointment of a UH.
- 5.8.4. Appoint, subject to the regulations specified in Appendix 1 and to the provisions of this Statute, another UH instead of an incumbent UH (hereinafter: "**Alternate UH**"). The appointment of an alternate UH shall be made for a period not longer than the end of the UH Term whose office has ended.
- 5.8.5. Notice of appointment and/or termination of appointment of the UH will be sent by e-mail to the UH at least 60 days before the appointment and/or termination with a copy sent by e-mail to the DH.

5.9. Professional Departments & Heads of Professional Departments:

- 5.9.1. Establish as well as cancel Professional Departments (hereinafter: "**PRDs**") that will assist in the ICB's activities.
- 5.9.2. Appoint and/or cancel appointments of Heads of Professional Departments (hereinafter: "**HPRDs**"). Such an appointment will be made by the Founder for a period of three years (hereinafter: "**HPRD Initial Term**").
- 5.9.3. To appoint an alternate HPRD (hereinafter: "**Alternate AHPRD**") instead of an incumbent HPRD. Such an appointment shall be made for the period remaining in the initial term of HPRD as stated in paragraph 5.9.2 above.
- 5.9.4. Notice of appointment and/or termination of appointment of HPRD will be sent by e-mail to the HPRD at least 60 days before the appointment and/or termination of appointment with a copy of the notice sent by e-mail to all GOVC members.

5.10. Audit Committee & Chairman of the Audit Committee:

- 5.10.1. Appoint and/or cancel appointments of members to an Audit Committee (hereinafter: "**ACM**"). The appointment of an ACM and/or of a chairman of the Audit Committee shall be for a period of three years (hereinafter: "**Term of ACM**").
- 5.10.2. Appoint instead of incumbent ACM another ACM (hereinafter: "**Alternate ACM**") provided that the term of such an appointment will end no later than the end of the term of ACM.

5.10.3. Notice of appointment and/or termination of appointment of an ACM shall be sent by e-mail to him/her at least 60 days before the appointment and/or termination comes into force, with a copy of the notice sent by e-mail to all other members of the Audit Committee and to all members of the GOVC.

5.11. **Professionals, Consultants, Assistants:**

5.11.1. Appoint and/or cancel appointments of professionals, consultants and/or assistants to assist in the activities of the ICB.

5.11.2. The duration of the appointment will be for periods, as needed.

5.12. **Meetings, Conferences Etc.**

5.12.1. Chair all meetings, conventions, conferences etc. ("**meetings**") initiated by the ICB.

5.12.2. Decide on the appointment of an ad hoc chairman for a concrete meeting.

5.12.3. Appoint a secretary to a meeting who will record the minutes of the meeting and the decisions made at it.

5.13. **Residual Roles and Powers:**

5.13.1. To make and carry out activities and/or decisions in any residual area that has not been addressed in this Statute and/or its appendixes.

6. Powers and Functions of the Acting Head of the ICB

6.1. At any time, in accordance with the provisions of this Statute and its appendixes, in which the AH acts as Head of the ICB, his/her duties and powers shall be those of the Founder, except, as aforesaid, the right to remain a member of GOVC for as long as he/she wishes, a right reserved only to the Founder.

7. Powers, Roles, Duties and Functions of the Director General

7.1. To the extent that a DG is not appointed by the Founder or by the AH, at the time when the Founder and/or the AH permanently ceased to hold office in accordance with the provisions of this Statute, a DG will be elected by the GOVC in accordance with the provisions of this Statute. A DG who is elected by the GOVC will be appointed to a period of three years (hereinafter: "**DG's Term**"). The decision of the GOVC to appoint a DG will be made by a majority of at least 51% of all members of the GOVC.

- 7.2. For the duration of a DG's term and/or First Term (as specified in paragraph 5.5.3 above), the DG will serve as the Head of the ICB.
- 7.3. The roles and powers of the DG as Head of the ICB, except of the right to be a member of the GOVC for as long as he/she wishes, will be as the roles and powers of the Founder as Head of the ICB, unless explicitly stated otherwise in this Statute and/or its Appendixes, and shall include, but not only:
- 7.3.1. Initiate, promote, innovate, monitor, lead and manage ICB activities.
- 7.3.2. Assist and promote fundraising for ICB activities.
- 7.3.3. Bring to the decisions of the GOVC issues required, according to this Statute and its Appendixes, to be decided by the GOVC, as well as any issue that deems appropriate for the decision of the GOVC even if not specified in this Statute and/or appendixes.
- 7.3.4. Represent the ICB in front of any body, authority, institution and/or individual.
- 7.3.5. Sign on behalf of the ICB, in accordance with the provisions this Statute and its appendixes, any agreement with any person, body, institution and/or authority including Sponsorship and merger agreements.
- 7.3.6. Appoint any person to represent him/her, ad hoc, in front of any body, authority, institution and/or individual etc.
- 7.3.7. Perform any residual role in the ICB that has not been addressed in this Statute and/or Appendixes.
- 7.4. **Deputy DG:**
- 7.4.1. Upon being elected (or nominated) to DG, the DG shall appoint, with the approval of the GOVC (by a majority of at least 51% of all members of the GOVC) and in accordance with the provisions of this Statutes and its Appendixes, a Deputy DG (hereinafter: "**DDG**").
- 7.4.2. The DDG will become the Acting DG (hereinafter: "**Acting DG**"), at the written request of the DG and/or at time when the DG is unable to fulfill his/her role for any reason (hereinafter: "**Incapacity**"). The term of office of the Acting DG will be limited to 90 days as long as the appointment is requested, as stated, by the DG and to 120 days as long as the appointment is made due to incapacity. The roles and powers of the Acting DG will be the same as the powers of the DG.

7.5. **Alternate DG** - If the DG does not return to his/her position within 90 days from the DG's request and/or within 120 days from the date of the DG's incapacity, the GOVC will appoint a new DG to the ICB according to the provisions of this Statute and its appendixes.

7.6. **Division Heads:**

7.6.1. Upon completion of the DH's (and or an alternate DH's) initial term the DH will be appointed by the DG backed with the approval of at least 51% of Units Heads (as detailed in this Statute and Appendix 1) serving as units heads in the defined geographical area of the said division.

7.6.2. The appointment of DH made by a DG will be each time for a period of three years.

7.6.3. The DG shall be entitled to end the role of a DH subject to the approval of the GOVC in a decision made by a majority of at least 75% of all the members of the GOVC.

7.6.4. Notice of appointment and/or termination of appointment of a DH shall be sent by e-mail to the appointed DH and to the DH whose role was terminated at least 90 days before the appointment comes into force, with a copy of the notice sent by e-mail to all members of the GOVC and to all Heads of Units in the relevant geographical area.

7.7. **Units:**

7.7.1. Upon termination of the Founder's role as Head of the ICB, the establishment and/or closure of a unit will be done by the DG subject to the regulations specified in Appendix 1 and to the provisions of this Statute.

7.7.2. Notice of establishment of a Unit shall be sent by e-mail to the DH of the relevant geographical area at least 60 days before the appointment comes into force.

7.8. **Heads of Units:**

7.8.1. From the date a DG takes office, according to the provisions of this Statute and its appendixes, as Head of the ICB, the appointment of a UH (Unit Heads) will be made by the DG on the recommendation of the DH (Division Head) in whose territory the UH will act, subject to the regulations specified in Appendix 1 and to the provisions of this Statute. In the absence of such a recommendation the DG will appoint the UH according to the DG's discretion.

- 7.8.2. The appointment of UH made by a DG will be each time for a period of three years.
- 7.8.3. The termination of the position of a UH will be made by the DG in consultation with the DH in whose territory the UH acts. In the absence of an agreement between the UH and the DH on the termination of the appointment of a UH, the opinion of the DG shall prevail.
- 7.8.4. Notice of appointment and/or cancellation of appointment of a UH shall be sent by e-mail to the said UH at least 60 days before the appointment and/or cancellation of appointment comes into force, with a copy of the notice sent by e-mail to DH of the relevant geographical area.

7.9. Professional Departments:

- 7.9.1. The DG shall be entitled to establish additional PRDs (Professional Departments) and/or to close existing PRDs. Establishing a new PRD will be done subject to the approval of the GOVC in a decision made by a majority of at least 51% of the members of the GOVC who participated in a lawful vote as specified in Article 10. Closure of a PRD will be done subject to the approval of the GOVC in a decision made by a majority of at least 75% of the members of the GOVC who participated in a lawful vote as specified in Article 10.
- 7.9.2. The DG will appoint Heads to a new PRD subject to the approval of the GOVC in a decision made by a majority of at least 51% of the members of the GOVC who participated in a lawful vote as specified in Article 10.
- 7.9.3. The appointment of HPRD made by a DG will be each time for a period of three years.
- 7.9.4. The DG shall be entitled to end the role of a PRDH subject to the approval of the GOVC in a decision made by a majority of at least 75% of the members of the GOVC who participated in a lawful vote as specified in Article 10.
- 7.9.5. Notice of appointment and/or termination of appointment of a PRDH shall be sent by e-mail to the relevant PRDH at least 60 days before the appointment and/or termination comes into force, with a copy of the notice sent by e-mail to all other members of the PRD and to all members of the GOVC.

Chapter C – The Governing Council (GOVC)

8. GENERAL:

8.1. The following functionaries in the ICB will automatically be members of the GOVC:

8.1.1. The Founder both in his role as Head of the ICB and in his role as Founder after ceasing to be Head of the ICB. The Founder shall be a member of the GOVC for as long as he so desires.

8.1.2. The Acting Head (AH).

8.1.3. The Director General (DG).

8.1.4. The Deputy Director General (DDG).

8.1.5. Divisions Heads (DH).

8.1.6. Professional Departments' Heads (PRDH).

8.1.7. Special appointments, appointed for special periods, as determined by the GOVC. Such appointments will be made by a majority of at least 60% of all members of the GOVC.

8.2. A functionary listed above and any other member of the GOVC, other than the Founder, shall cease to be a member of the GOVC as soon as he/she has finished being in a position which allows him/her, in accordance with the provisions of this Statute and its Appendixes, to be a member of the GOVC.

9. Roles and Powers of the Governing Council:

9.1. Approve and decide, in accordance with the provisions of this Statute and its appendixes, on the appointments of functionaries as well as on the termination of their position.

9.2. Approve agreements, commitments, regulations, nominations etc. as regulated in this Statute and its Appendixes.

9.3. Serve as an advisory body to the Head of the ICB.

9.4. Outline, together with the Head of the ICB, the activities of the ICB.

9.5. Perform all other tasks listed in this Statute and its Appendixes.

10. Assembling and Voting:

10.1. Meetings of the GOVC shall be held twice each calendar year at fixed times, as determined by the Head of the ICB and the GOVC each time in advance (hereinafter: "**Regular Meetings**").

10.2. In addition to regular meetings, the Head of the ICB shall be entitled, in cases where an urgent decision of the GOVC is required, to summon the GOVC in writing, with 14-day notice (hereinafter: "**Extraordinary Meeting**").

10.3. In addition to the above mentioned meetings, the GOVC may request a special meeting of the GOVC (hereinafter: "**Special**").

Meeting") on its own initiative, provided that at least 60% of all members of the GOVC requested it in writing. In such a case, the Head of the ICB will convene such a meeting, within 14 days of such a written request.

- 10.4. Meetings of the GOVC shall be conducted remotely, by electronic means enabling video and audio (in accordance with electronic software to be decided by the Head of the ICB (hereinafter: "**Electronic Software**"). As circumstances permit, the Head of the ICD shall be entitled to convene the meetings of the GOVC in an unmediated way (physical presence).
- 10.5. A reminder of a regular meeting, including detailed agenda of the meeting, shall be communicated to all members of the GOVC at least 30 days before the date of the meeting. Notice and the agenda of an extraordinary and/or a special meeting will be sent to all members of the GOVC at least 14 days before a meeting.
- 10.6. The meeting will be chaired by the Head of the ICB. The Head of the ICB might appoint an ad hoc chairman to a meeting. Each meeting of the GOVC will have a secretary who will be appointed by the Head of the ICB. The secretary of the meeting shall record a protocol of the meeting and the decisions received. The protocol, signed by the chairman, will be sent within 48 hours by e-mail to all members of the GOVC.
- 10.7. Each member of the GOVC, including the Head of the ICB, shall have one vote, even if he/she has more than one position qualifying for membership in the GOVC. Except for decisions that explicitly in this Statute and its Appendixes require special majority and/or participation on a special scale, meetings of the GOVC will be held at any number of attended participants. The voting will be direct, open and made by a simple majority (51%) of attended participants. In the event of a tie, and only in such a situation, the vote of the Head of the ICB shall be decisive.

Chapter D – Heads of Divisions (DH)

11. A DH will manage, lead and be responsible for all units' activities in the defined geographical area of the division. In addition, a DH will represent the units in the GOVC, in regional and international meetings, in congresses, seminars, etc.
12. A division will be established in each geographical area as follows: North America, South America, Africa, Asia-Pacific, Europe, French

speaking countries, Portuguese speaking countries, Spanish speaking countries.

13. Each DH shall submit once a year, on a date to be determined from time to time by the Head of the ICB, a report of his/her activities as well as of the units' in the relevant geographical area for the ongoing calendar year. The report shall be submitted to the Head of the ICB in accordance with the structure and instructions from time to time given by the Head of the ICB.

14. Heads of Divisions Already Operating

14.1. Heads of Divisions (DH) that are already operating within the framework of the UNESCO Chair in Bioethics (Haifa) ("**Heads of Incumbent Divisions**") will continue to operate as DHs within the framework of the ICB.

14.2. The activity of incumbent DH will continue for three years from the date of the inauguration of the ICB, subject to the provisions of this Statute and its appendices.

Chapter E – Units & Heads of Units

15. General

15.1. The ICB has established and is establishing a network of units around the world (above & hereinafter: "**Units**") whose function and purpose is to build, develop and activate an up-to-date syllabus for the teaching of bioethics.

15.2. The units have been developing, updating and distributing numerous instruction and guidelines booklets in the field of bioethics for the health and medical professions.

16. Establishment and Closure

16.1. The establishment, ongoing activity and/or closure of a unit shall be done in accordance with the provisions of this Statute and of **Appendix 1** ("Guidelines for the Establishment of a Unit").

16.2. Compliance with the provisions of Appendix 1 is a condition for the establishment of a unit and its activity.

16.3. A unit and/or the head of a unit who do not comply with the provisions and requirements specified in Appendix 1 (hereinafter: "**Violation**") will receive a written electronic notice from the Head of the ICB of the violation which will include details of the violation

and a request for correction. A copy of such notice shall be sent to the DH in whose territory the unit is located. If the violation has not been rectified within 90 days from the date of the notification, the Head of the ICB may, in accordance with the provisions of this Statute and its appendixes, close the unit and/or appoint another UNH.

- 16.4. Notice of the closure of a unit and/or the appointment of another head to the unit shall be sent to the replaced head of the unit as well as to the substitute one, with a copy of the notice sent, at the same time, to the relevant DH.

17. Powers and Duties of a Unit Head

- 17.1. Heads of units will be appointed to their positions as specified in this Statute and Appendix 1.
- 17.2. The powers and duties of the head of a unit are specified in this Statute and in Appendix 1.
- 17.3. The head of a unit will head the unit, represent, coordinate, manage, lead and initiate its operations.
- 17.4. Each head of unit shall submit once a year, on a date determined from time to time by the Head of the ICB, a report of his/her activities for the calendar year. The report shall be done in a special structure, format and way that will be determined from time to time by the Head of the ICB, submitted to the Head of the ICB and to the DH of the geographical area in which the unit is located.

17.5. Units & Units Heads Already Operating

- 17.5.1. Units and heads of units that are already operating within the framework of the UNESCO Chair in Bioethics (Haifa) ("**Units and heads of incumbent units**") will continue to operate within the framework of the ICB.
- 17.5.2. The activity of units and heads of incumbent units will continue for three years from the date of the inauguration of the ICB, subject to the provisions of this Statute and its appendixes.

Chapter F – Professional Departments and Heads of Professional Departments

18. General

18.1. The ICB has established and is establishing in various and diverse fields of knowledge and skills Professional Departments (PRDs) whose role and purpose is to assist the ICB and its functionaries in their day-to-day conduct.

18.2. The PRDs provide up-to-date interdisciplinary and applicable professional knowledge. Experts in extensive fields of knowledge contribute their shares in the professional departments.

19. Establishment and Closure

19.1. The establishment, ongoing activity and/or closure of a PRD shall be done in accordance with the provisions of this Statute and its Appendixes.

19.2. Appointment of a Head of a PRD and notification of his/her appointment shall be done in accordance with the provisions of this Statute and its Appendixes.

19.3. Notice of the closure of a PRD and/or the appointment of another head to a PRD shall be sent to the replaced head of the PRD as well as to the substitute one, with a copy of the notice sent, at the same time, to all members of the GOVC.

20. Powers and Duties of a PRD Head

20.1. The head of a PRD will head the PRD, represent, coordinate, manage, lead and initiate its operations.

20.2. Each head of a PRD shall submit once a year, on a date determined from time to time by the Head of the ICB, a report of his/her activities for the calendar year. The report shall be done in a special structure, format and way that will be determined from time to time by the Head of the ICB, submitted to the Head of the ICB.

20.3. PRDs & PRDs' Heads Already Operating

20.3.1. PRDs and heads of PRDs that are already operating within the framework of the UNESCO Chair in Bioethics (Haifa) ("**PRDs and Incumbent Heads of PRDs**") will continue to operate within the framework of the ICB.

20.3.2. The activity of PRDs and heads of incumbent PRDs will continue for three years from the date of the inauguration of the ICB, subject to the provisions of this Statute and its appendixes.

Chapter G - International Forum of Teachers – IFT

21. General

- 21.1. The IFT is a forum of teachers from all continents (hereinafter: "**The Forum**") who have been accepted and/or will be accepted to the forum.
- 21.2. The forum is one of the professional departments of the ICB and the provisions of this Statute and its Appendixes will apply to it.
- 21.3. Special rules and procedures of the forum are attached to this Statute as an integral part and are marked as **Appendix 2**. Insofar as there are points regarding the forum (and only about it) in which there is a conflict between the provisions of Appendix 2 and the Statute, Appendix 2 will prevail.

22. Structure, Goals and Courses of Action

- 22.1. The objectives of the forum, its activities, membership, structure, manner of convening, council, board of directors, president, obligations etc. are listed in Appendix 2.
- 22.2. **Teachers Already Accepted as Members of the IFT:**
 - 22.2.1. Teachers who have already been accepted to the IFT within the framework of the UNESCO Chair in Bioethics (Haifa) ("**Already Accepted Teachers**") will continue, upon their wish, to be members of the IFT operating within the framework of the ICB.
 - 22.3. The activity of already accepted teachers will be subject to the provisions of this Statute and its Appendixes.

Chapter H- Audit Committee (ACM)

23. General:

- 23.1. The members of the ACM shall be elected to their positions as specified in the provisions of this Statute.
- 23.2. The term of office and termination of office shall be as specified in this Statute.
- 23.3. The ACM shall consist of three members.

24. Roles and powers:

- 24.1. The ACM will examine the implementation of the decisions made by the organs and institutions of the ICB, as well as examine whether they have complied with this Statute and its Appendixes.
- 24.2. The ACM shall prepare a report on its findings twice a year and attach to it its recommendations (hereinafter: the "**Audit Committee Report**").
- 24.3. The ACM report shall be forwarded to the Head of the ICB and the GOVC up to 30 days before the holding of regular meetings of the GOVC.
- 24.4. It is clarified that the ACM's report is only a recommendation and that the ACM has no executive and/or enforcement authority.

Chapter I - Commitment of ICB Functionaries and Holders of Positions

25. Any person and/or body wishing to become a functionary of the ICB, as well as any holder of a position in the ICB, shall sign, before entering the ICB and as a condition of joining and becoming a part of the ICB, a letter of commitment in the following wording (hereinafter: "**Letter of Commitment**"): "I, the undersigned (full name and national identity number), hereby declare that the goals of the ICB, its Statute and appendixes are known to me. I undertake to abide by the Statute and decisions of all the bodies and institutions of the ICB." Date _____ signature: _____.
26. A Letter of Commitment, as stated, will be forwarded by the holder to the Head of the ICB.
27. The Head of the ICB shall keep in a special archive all letters of commitments.
28. A position in the ICB is personal and non-transferable unless otherwise and specifically stated in this Statute and its appendixes.

Chapter J – General Instructions

29. **Conferences, Seminars, Lectures etc. of the ICB** - Provisions regarding conferences, seminars, conventions etc. of any kind and type will be published from time to time prior to their existence.
 - 29.1. Anyone wishing to hold (hereinafter: "**An Applicant**") a Conference and/or Seminar and/or any public activity within and under the name and/or under the auspices of the ICB (hereinafter:

- "**An Event**"), shall submit a written request (hereinafter: "**An Application**") to the Secretariat of the ICB at least 90 days before the requested date to hold the event. The ICB Secretariat will forward the application to the Head of the ICB.
- 29.2. An application should detail the nature of the event, its program, date/s, the manner in which it will be held (in the personal presence of the participants, by electronic communication and/or in any other way), the target audience and additional details and/or data that will be specified from time to time by the Head of the ICB.
- 29.3. The Head of the ICB will respond within 15 days from the date on which the application was submitted to the ICB Secretariat.
- 29.4. The Head of the ICB will be entitled to request further clarifications and/or information from the applicant, as well as to request changes and/or adjustments to the event agenda (hereinafter: "**Further Information**").
- 29.5. If further information is not requested by the Head of the ICB, the Head of the ICB will communicate his/her decision to the applicant regarding the application within 15 days from the date on which the application was received at the ICB Secretariat.
- 29.6. If further information is requested by the Head of the ICB, his/her decision regarding the application will be communicated to the applicant within 15 days from the date on which the applicant forwarded the further information to the Head of the ICB.
- 29.7. Any application, request for further information and/or a decision will be communicated in writing via the relevant e-mails".
- 29.8. The decision of the Head of the ICB regarding the application is final and cannot be objected.
- 29.9. The applications, the requests for further information, the further information as well as the decisions of the Head of the ICB concerning applications, will be filed at the ICB's archive.
- 29.10. An event as requested by an applicant may take place only subject to the written approval of the Head of the ICB.
- 29.11. Information concerning an event will be published on the official website of the ICB by the ICB Secretariat.
- 29A. The construction and/or editing of a website, newsletter, newspaper and/or any media of any kind and type related to the ICB will be built, edited and updated only by the bodies expressly authorized to do so by the Head of the ICB.
- 29B. The distribution and/or publication of study programs and/or teaching programs and/or articles and/or publications of any kind

and type related to activities within the ICB, will be done only subject to the prior written approval of the Head of the ICB and in a manner determined by him/her.

30.Language - The official language of the ICB is the English language.

31.Statements, Notices, Appointments, Decisions etc. - the transfer of appointments and/or cancellation of appointments, notices, decisions etc. as specified in this Statute and its appendixes (hereinafter: "**Notice**") will be made, unless otherwise specifically stated in this Statute and its Appendixes, by sending it by e-mail (or any other electronic means decided upon by the Head of the ICB) and will be considered as reached its destination upon sending it.

32.Archive - All protocols, decisions, agreements, appointments, cancellations of appointments and/or of any other document of importance to the ICB etc. will be kept and filed in the ICB archive.

33.Disagreements and Conflicts - The ICB functionaries and position holders will make every effort to resolve disagreements and conflicts between them in a pleasant way and through mutual and respectful negotiations. Disagreements and/or disputes that will not be resolved, except for matters in which the decision must, in accordance with the Statute and its appendixes, be made by the GOVC, will be decided by the Head of the ICB and his/her decision will be final.

34.Cancelled

34.A. The provisions of the Appendixes of this Statute are subject to the provisions of the Statute. Wherever there is a conflicting provision and/or contradiction between one of a specific issue in one of the appendixes and between the Statute, the provision of the Statute shall prevail.

35.Amendment – Amendments and/or additions of this Statute and its appendixes will be possible only with the decision and consent of at least 80% of all the members of the GOVC.

36.Location:

36.1. The location of the ICB is subject to the decision and discretion of the Founder, who will be entitled to locate the ICB in any institution and/or body in the world.

36.2. Upon termination of the Founder's role as Head of the ICB, the location of the ICB will be determined by the decision of the Head of the ICB backed by a resolution of 75% of all GOVC members.

37.Dissolution – The ICB will be dissolved through:

- 37.1. The complete absence of functionaries and/or position holders.
- 37.2. A unanimous decision made by all GOVC members.

Appendix 1 **(Including Amendment No. 1)**

**(This appendix forms an integral part of the Statute of the
International Chair in Bioethics and should be read as part of it)**

Guidelines for the Establishment of a Unit of The International Chair in Bioethics - ICB

Introduction

The International Chair in Bioethics (ICB) has been establishing a global network of Units to develop an up-to-date syllabus for medical ethics education. The ICB Network consists already of many Units in countries and regions in the five continents and has been developing, updating, activating, coordinating, stimulating and distributing numerous innovative instruction and guidelines booklets in the field of bioethics for the health and medical professions.

General

The ICB sets a number of basic conditions necessary for the establishment of a Unit and its day-to-day operations. These basic conditions and requirements are detailed in the ICB Statute ("**Statute**"), in this Appendix and in Appendix 2.

An applicant wishing to establish a Unit in the network of the ICB shall strictly comply with the provisions of the Statute and appendix 2 in general and the provisions of this Appendix in particular, as well as comply with the instructions and guidelines to be given from time to time by the Head of the ICB in this regard.

1. Location:

- 1.1. The unit must be set up in an existing Institution such as medical, health related, legal, commercial or industrial institution ("**Host Institution**").

- 1.2. A person authorized to do so on behalf of the Host Institution shall sign on a formal letter of consent ("**Letter of Consent**") according to which the host institution undertakes to meet the list of conditions required for the establishment of a Unit and its day-to-day operations. The wording and content of the Letter of Consent appears in paragraph 5 of this Appendix.
- 1.3. The signed letter of consent (bearing the host institution's seal) will be sent by the applicant via e-mail to the Head of the ICB.
- 1.4. The response of the Head of the ICB to the request to open a unit will be sent to the applicant by e-mail within 30 days of its submission.
- 1.5. Units already operating within the framework of the UNESCO Chair in Bioethics (Haifa) are exempt from the need to submit a Letter of Consent, and from the official inauguration of the ICB will become units operating within the framework of the ICB.

2. Unit's Head and Members

- 2.1. The head of the unit will be a Senior Scholar with rich experience in teaching and guidance of bioethics and with the ability to lead and manage the unit's members.
- 2.2. The head of the unit will lead the unit, chair it, represent, manage, coordinate and initiate its operations.
- 2.3. The unit will include between 5-15 members, who will serve as the unit's steering committee ("**Steering Committee**").
- 2.4. The head of the unit and each member of the Steering Committee shall sign, prior to the establishment of the unit and as one of the conditions for its approval by the Head of ICB, a letter of commitment ("**A Letter of Commitment**") stating that each of them has read and understood the ICB's Statute and Appendixes and that he/she undertakes to comply with their regulations. The wording of the Letter of Commitment appears in paragraph 6 of this Appendix.
- 2.5. Heads of units and members of the Steering Committee who already operate within the framework of the UNESCO Chair in Bioethics (Haifa) are exempt from the need to submit a Letter of Commitment, and from the official inauguration of the ICB will act as heads of units and Steering Committee members within the framework of the ICB.

- 2.6. The head of the unit and the Steering Committee will actively act to advance the goals and objectives of the ICB as specified in the ICB's Statute and Appendixes.
- 2.7. The head of a unit and members of the Steering Committee are expected to take an active part in conferences, seminars, lectures, etc. that will be held by and/or on behalf of the ICB.
- 2.8. The head of the unit and the Steering Committee will hold joint working meetings on a regular basis in which the unit's policy, goals, objectives and activities will be discussed.
- 2.9. The unit will form part of a fabric of units in a given geographical area as specified in the ICB's Statute ("**Division**") headed by the head of the Division nominated/elected to his/her position by the Head of the ICB.
- 2.10. The head of the division represents in the ICB all the units in a given geographical area.
- 2.11. The head of the unit and the Steering Committee will work in coordination and cooperation with the head of the division.
- 2.12. The working meetings between the head of the unit and the Steering Committee and between the unit and the head of the division and/or with other units and departments of the ICB may take place using an electronic system that enables audio and video communication simultaneously. Notwithstanding the aforesaid, as far as possible, working meetings of the unit will be held in face-to-face meetings.
- 2.13. The head of the unit will be appointed and/or elected (in accordance with the Statute) by the relevant bodies in the ICB each time for a period of two years.
- 2.14. Inadequate activity and/or inactivity of the unit and/or the head of the unit and/or non-compliance with the conditions and requirements of the ICB may lead to the closure of the unit and/or the replacement of the head of the unit, as specified in the provisions of the ICB Statute and this appendix.
- 2.15. Head of a unit and the Steering Committee will work on reciprocity with ICB's other heads of units and other steering committees and/or any department or functionaries worldwide.

3. Activity Report

- 3.1. Once a year, in accordance with the dates to be determined from time to time by the Head of the ICB, the head of the unit shall prepare a report on the activities of his/her unit during the calendar year and on the activities planned for the next calendar year ("**Annual Activity Report**").
- 3.2. An annual activity report will be prepared in a format to be determined from time to time by the Head of the ICB.

- 3.3. The annual activity report will be sent via e-mail to the Head of the ICB, with a copy sent to the head of the division in the given geographical area. In cases where requested, the head of the unit will present the annual activity report to the Head of the ICB and/or to the Head of the Division.
- 3.4. From time to time as required, in accordance with the request of the head of the ICB and/or the head of the division, the head of the unit will submit interim reports and/or clarifications on specific activities and/or issues.

4. Canceled

4A. Below is a partial list of possible activities of a unit. This list does not exhaust all possible actions. Each unit head may choose from it and/or add a variety of activities beyond and in addition to this list, all subject to and in accordance with the provisions of the Statute:

- 4.1. Advancement of bioethics lectures, courses, seminars;
- 4.2. Holding lectures and courses for various professional communities or for the public at large;
- 4.3. Cancelled.
- 4.3.A. Holding local, regional, national and/or international conferences, seminars and or any other public activity, all subject to and in accordance with all subparagraphs of Article 29 of the Statute;
- 4.4. Research;
- 4.5. Cancelled.
- 4.6. Cancelled.;
- 4.7. Cancelled.;
- 4.8. Editing books;

5. The Letter of Consent

A Letter of Consent will be signed by the person authorized to do so on behalf of the host institution, on the official letterhead of the host institution with the institution's seal and will be sent by e-mail to the Head of the ICB.

Dear Head of the International Chair in Bioethics

On behalf of **(full name and title)**, I hereby express the consent of our institute to establish a Unit of the International Chair in Bioethics

at our institute. The aim of the Unit will be to advance bioethics' education and guidelines.

There is no financial commitment of our institute towards the ICB, or any financial commitment of the ICB towards our institute.

Signature (+Seal)

Full name and title of the representative

Date

6. **Letter of Commitment**

The head of the unit and each member of the steering committee will separately sign this letter of commitment and send it by e-mail to the Head of the ICB (as one of the necessary conditions for the establishment of a unit)

"I, the undersigned (**full name, title and national identity number**), hereby declare that the goals of the ICB, its Statute and Appendixes are known to me. I undertake to abide by the Statute, Appendixes and decisions of all the bodies and institutions of the ICB."

Date _____ signature: _____.

Appendix 2
(Including Amendment No. 1)

**(This appendix forms an integral part of the Statute of the
International Chair in Bioethics and should be read as part of it)**

International Forum of Teachers (IFT)

1. Introduction

The International Forum of Teachers (IFT) is a department within the International Chair in Bioethics (ICB) that consists of teachers and instructors from around the world who have been accepted pursuant to the requirements of the ICB's Statute and this Appendix as members of the IFT.

The main objective of the IFT is to form and activate, through global collaboration and dialogue, an organ that will function as a mechanism for the realization of the objectives and activities of the IFT as stated in its Statute and its Appendixes.

2. Aims & Activities

- 2.1.**Collect, unite, involve and activate teachers, instructors and guides of bioethics, ethics and medical law.
- 2.2.**Promote and advance the study, discussion and teaching of bioethics, medical ethics and health law.
- 2.3.**Address any matters that involve issues of bioethics, medical ethics or health law.
- 2.4.**Promote and advance synergies and co-operation among its members.
- 2.5.**Facilitate exchange of experience and information of programs and projects.
- 2.6.**Develop and distribute educational programs and materials.
- 2.7.**Initiate and organize meetings.
- 2.8.**Initiate and organize courses, seminars and conferences.
- 2.9.**Initiate and encourage compilation, publication and translation of professional materials.
- 2.10.** Establish committees to deal with specific issues.
- 2.11.** Pursue other means harmonious with the aims of IFT.

3. Membership

- 3.1.** Membership in IFT shall be open to all who have graduated from a university or equivalent academic institution, who are or were involved in teaching, instruction and guidance of bioethics, medical ethics or health law, and who are interested in fulfilling the goals and aims of the IFT and the ICB.
- 3.2.** An application for membership shall be addressed by E-mail to the Head of the IFT ("**HIFT**"). The Application should be accompanied by an abbreviated CV.
- 3.3.** The decision to accept an applicant to the IFT will be made by the HIFT.
- 3.4.** The refusal of membership by the HIFT shall be transferred by the HIFT to be decided by the Steering Committee of the IFT ("**SCIFT**"). The decision of the SCIFT (concerning the refusal of the HIFT to accept membership) shall prevail.
- 3.5.** Notice of acceptance and/or rejection to IFT membership will be sent by E-mail by the HIFT to the applicant within 60 days from the date of submission of the application.
- 3.6.** An accepted member of the IFT shall receive a Certificate of Membership signed by an authorized Functionary of the IFT. The Certificate of Membership shall be sent to the member by e-mail.
- 3.7.** Members of the IFT who already operate within the framework of the UNESCO Chair in Bioethics (Haifa) are exempt from the need to submit an Application Form and from the official inauguration of the ICB will go on acting as IFT members within the framework of the ICB.
- 3.8.** Termination of membership in the IFT will occur in the following cases:
 - 3.8.1.** Resignation of an IFT member should be done by sending via e-mail a written resignation letter to the HIFT.
 - 3.8.2.** Termination of membership by decision of the SCIFT.
 - 3.8.3.** Death of a member.
- 3.9.** Termination of membership in IFT does not relieve the member of his/her obligations to the IFT.
- 3.10.** Members of the IFT are entitled to be elected and/or nominated (in accordance with the provisions of this Appendix) to the IFT's committees.
- 3.11.** Members of the IFT will enjoy specific benefits, rights and reduced fees available only to members of the IFT.

4. Structure

The organs of the IFT shall be the Head of the IFT, the Assembly, the Council and the Steering Committee.

4.1. The Head of the IFT (HIFT)

- 4.1.1. The current Director of the IFT operating within the framework of the UNESCO Chair in Bioethics (Haifa) will serve as the Head of the IFT (**HIFT**) within the framework of the ICB ("**Current HIFT**").
- 4.1.2. Appointment/election, continuation and/or termination of term of office of the current and/or a new HIFT shall be done in accordance with the provisions of the ICB Statute.
- 4.1.3. The HIFT shall head the IFT, lead, represent, manage, coordinate and initiate its operations.
- 4.1.4. The HIFT shall convene and chair the meetings of the Assembly. The HIFT may appoint an alternative chairman to chair the meetings of the Assembly.
- 4.1.5. Application for admission to IFT membership rejected by the HIFT shall be forwarded by the HIFT to the decision of the SCIFT within 15 days from the date of receipt to the HIFT's desk.
- 4.1.6. All requests for membership in the IFT, CVs attached to them, HIFT's decisions for admission to the IFT, decisions of the SCIFT related to acceptance and/or rejection of applicants, copies of membership certificates sent to members and any certificates and/or documents related to the application of an applicant for membership in the IFT will be kept in the IFT's archive. The HIFT will be responsible for the implementation of the provisions of this section.
- 4.1.7. The HIFT shall act in accordance with the Statute of the IFT and this Appendix.

4.2. The Assembly

- 4.2.1. The Assembly shall be made up of all members of the IFT.
- 4.2.2. Each member shall have one vote. A member's vote shall be cast only in person. Decisions of the Assembly if not otherwise specifically stated in this Appendix, shall be made by a simple majority of 51% of the members who voted in a duly convened meeting.
- 4.2.3. An ordinary meeting of the Assembly ("**Ordinary Meeting**") shall occur on the occasion of the World Congress

of the Chair. Notice of the date and time of the meeting and of the agenda of the meeting shall be communicated to the IFT members by E-mail at least three months in advance.

- 4.2.4. Extraordinary meetings of the Assembly ("**Extraordinary Meeting**") shall be convened by the HIFT according to the request of the Council of the IFT (by a decision of at least 75% of all its members) and/or the IFT's Steering Committee (by a unanimous decision of all its members). Extraordinary Meeting may be convened via electronic media that enables online viewing and listening. A notice of an Extraordinary Meeting together with the agenda of the meeting shall be communicated to the IFT members by E-mail at least two months in advance.
- 4.2.5. The agenda of an Ordinary Meeting shall include the reports of the HIFT, the Council's representative and the Steering Committee's representative, as well as issues as proposed by the Head of the ICB, the HIFT, by the Council (by a decision received by at least 51% of its members) and by the Steering Committee (by a decision received by at least 51% of its members).

4.3. The Council

4.3.1. Roles & Powers:

- 4.3.1.1. The Council will carry out the resolutions of the Assembly.
- 4.3.1.2. The Council will develop activities with a view to realizing the IFT's aims.
- 4.3.1.3. The Council may delegate any of its powers to the Steering Committee.

4.3.2. Meetings & Vote:

- 4.3.2.1. The Council shall convene for working meetings at least once every six months. Working meetings will be held by using an electronic system that enables online hearing and vision at the same time.
- 4.3.2.2. Depending on the circumstances and in accordance with the decision of the HIFT, a direct personal meeting of the Council will be held at International Congresses, Seminars etc. of the ICB and/or of the IFT.
- 4.3.2.3. The meetings of the Council will be chaired by the HIFT. The HIFT may appoint another chairman of a Council meeting instead of him/her.
- 4.3.2.4. Each Council member shall have one vote. Votes in the Council will be direct, named and visible.

4.3.2.5. Unless otherwise specifically stated in this Appendix, decisions in the Council shall be made by a simple majority of at least 51% of the members of the Council who participated in a duly convened Council meeting.

4.3.2.6. In the event of a tie (and only in this case) the vote of the chairman of a meeting shall prevail.

4.3.3. Term & Elections:

4.3.3.1. The current IFT Council operating within the framework of the UNESCO Chair in Bioethics (Haifa) ("**Current Council**") will continue to serve as the IFT Council within the ICB until the end of its term as determined at the time of its appointment ("**Original end of Term**"). If the Current Council's original end of term has passed, the Current Council will continue to serve as a Council within the ICB for an additional year from the ICB's Inauguration or until the original end of term or until a new Council is elected (whichever is latest).

4.3.3.2. Upon termination of the term of the Current Council and onwards, a new council ("**New Council**") shall be appointed by the Assembly each time for a period of three years. To the extent that a meeting of the Assembly does not convene before the end of term of an incumbent new Council, the serving council will continue to serve until a new Council is properly elected.

4.3.3.3. The New Council shall consist of thirty members of the IFT who will be elected by the Assembly, by the votes of the members of the Assembly who will be present at the relevant Assembly meeting.

4.3.3.4. Candidacy for the Council shall be sent via E-mail to the HIFT not later than one month before the commencement of a meeting at which New Council members will be elected.

4.4. The Steering Committee

4.4.1. Roles & Powers:

4.4.1.1. The Steering Committee shall run the daily management of the IFT.

4.4.1.2. The Steering Committee shall provide the IFT members with information, offer them advice on request, and assist them when possible.

4.4.1.3. Decide, in cases where the HIFT has decided not to accept a member to the IFT, whether to accept the member. Such a decision of the SCIFT will be made by a majority

of at least 70% of all its members and it will annul the decision of the HIFT not to accept a member of the IFT.

4.4.1.4. Decide to terminate the membership of an IFT member.

A decision as stated in this paragraph shall be made by a majority of at least 80% of all SCIFT members.

4.4.1.5. To bestow honorary membership in the IFT (a decision made by a vote of at least 75% of all its members).

4.4.1.6. To bestow Senior Membership titles in the IFT (a decision made by a majority of at least 75% of all its members).

4.4.2. **Meetings & Vote:**

4.4.2.1. A meeting of the Steering Committee shall be held at least once every three months. Decisions of the SCIFT regarding the refusal of the HIFT to accept an IFT member will be made through an ad hoc electronic meeting to be held no later than 30 days after the receipt of the HIFT decision on the non-acceptance of an applicant for membership in IFT and be sent immediately upon receipt to the HIFT.

4.4.2.2. Special meetings of the Steering Committee shall be convened at the request of the HIFT and at the request of 75% of all members of the Steering Committee.

4.4.2.3. Working meetings and voting will be held by using an electronic system that enables online hearing and vision at the same time.

4.4.2.4. Depending on the circumstances and in accordance with the decision of the HIFT, a direct personal meeting ("**Direct Meeting**") of the Steering Committee will be held at an International Congresses of the ICB and or at any other international meeting, Conference or Congress. Notice of a Direct meeting shall be sent by e-mail to the members of the Steering Committee in advance.

4.4.2.5. Each member of the Steering Committee shall have one vote.

4.4.2.6. Voting will be visible and direct.

4.4.2.7. If not otherwise specifically stated in this Appendix, decisions will be made by a majority of at least 60% of the participants in a Steering Committee meeting.

4.4.3. **Term & Nomination**

4.4.3.1. The current IFT Steering Committee operating within the framework of the UNESCO Chair in Bioethics (Haifa) ("**Current STC**") will continue to serve as the IFT's Steering Committee within the ICB until the end of its term

as determined at the time of its appointment ("**STC's Original end of Term**"). If the Current STC's original end of term has passed, the Current STC will continue to serve as a Steering Committee within the ICB for an additional year from the ICB's Inauguration or until the end of its original end of term or until a new Steering Committee is elected (whichever is latest).

4.4.3.2. Upon termination of the term of the Current Steering Committee and onwards as stated in paragraph 4.4.3.1 above, a new Steering Committee ("**New STC**") shall be elected in accordance with this appendix's orders. To the extent that a meeting of the Council does not convene before the end of term of an incumbent New STC, the serving STC will continue to serve until a new STC is properly elected.

4.4.3.3. The Steering Committee shall consist of the HIFT and three members of the Council who will be elected by the Council. Elections of the three Steering Committee members shall be done by a vote of at least 60% of all Council Members.

4.4.3.4. The New STC will be elected each time for three years' term.

5. Language

English is the working language of the IFT.

5.A. The provisions of this Appendix are subject to the provisions of the Statute.

6. Dissolution

The IFT will be dissolved through:

6.1. The complete absence of members.

6.2. The dissolution of the ICB as stated in the ICB's Statute.

Application Form – Membership in the IFT

(To be sent via E-mail, together with an abbreviated CV of the applicant, to the Director of the International Forum of Teachers - DIFD).

Dear Head of the IFT,

Re.: An Application to Become a Member of the IFT

I hereby confirm that I have graduated from an academic institute, am/was involved in teaching/instructing/guiding bioethics/medical ethics and/or health law and am interested in the fulfillment of the aims of IFT.

Sincerely,

Surname & First Name:

Title: _____ **Country:**

E-mail Address(es):
