

BYLAWS  
of the  
INTERNATIONAL INSTITUTE OF NOISE CONTROL ENGINEERING

ARTICLE I: NAME

The International Institute of Noise Control Engineering is a non-profit organization established on the basis of Swiss Civil Law (Schweizerisches Zivilgesetzbuch, Art. 60 ff.) The date of foundation is October 1st, 1974.

ARTICLE II: PURPOSE

The purposes of the organization relate to Noise Control Engineering and comprise:

- a) The organization of international conferences.
- b) The international exchange of information and news items.
- c) The promotion of international cooperation in research on noise control and the application of engineering techniques for the control of noise.
- d) The development of interdisciplinary contacts between Noise Control Engineering and other related fields of work.

ARTICLE III: MEMBERSHIP

Section 1, Classes of Membership.

The membership shall be classified as follows: Member Societies, Associates and Sustaining Members.

Section 2, Eligibility

a) Member societies:

Non-profit societies concerned with the areas of interest defined above, provided they in turn are open to membership for individual persons, shall be eligible for election to Membership in the Institute.

b) Associate Members:

Non-profit educational institutions and non-profit research organizations concerned with the areas of interest defined above shall be eligible for election to Associateship with the Institute.

c) Sustaining Members:

Any organization, corporation, or person contributing annual dues as fixed by the Board shall be eligible to Sustaining Membership in the Institute.

Applications are considered by the Board of Directors.

ARTICLE IV: BOARD OF DIRECTORS AND OFFICERS

The Organization of the Institute comprises a Board of Directors and a General Assembly.



The Board of Directors consists of the President, the Secretary-General of the Institute and seven Directors. The President and the Secretary-General are responsible for conducting the business activities of the Institute and reporting to the Board of Directors.

Of the seven Directors, five represent preceding INTER-NOISE Conferences and two are Directors-at-Large.

One Director-at-Large is appointed by the Institute of Noise Control Engineering the United States of America as the founder organization of the INTER-NOISE series of conferences. The other Director-at-Large who is responsible for contacts with other organizations concerned with noise control engineering is appointed by the President. The five Directors representing previously-held INTER-NOISE conferences are elected by the Board of Directors. This election shall be held during or after the INTER-NOISE conference. Candidates for election are drawn from the group of individuals who had primary responsibility for the conference.

The term of office for the President, the Secretary-General and the Directors-at-Large shall be three years. The three-year term may be renewed.

The term of office for the five Directors representing preceding INTER-NOISE conferences shall be four years for directors representing INTER-NOISE conferences held in USA and six years for directors representing INTER-NOISE conferences held outside USA.

The Board of Directors defines the policies of the Institute. The Board of Directors may invite other international organizations concerned with acoustics to appoint observers to the meetings of the Board of Directors.

#### ARTICLE V: GENERAL ASSEMBLY

The General Assembly consists of the President, Secretary-General, Board of Directors and one representative of each member society.

Each member society shall appoint one of its members to serve as its official representative to the General Assembly of the Institute. This member is responsible for coordinating all activities between the member society and the Institute. The Associate and Sustaining Members may be represented at the General Assembly by observers without voting rights.

The President shall issue the call for meetings and chair the meetings of the General Assembly, which shall preferably be held in conjunction with an INTER-NOISE conference.

It shall be the responsibility of the General Assembly

- a) to develop recommendations for the accomplishment of purposes c) and d) of Article II. These recommendations shall be submitted to the Board of Directors.
- b) to approve any changes, proposed by the Board of Directors, in the sum to be paid by each member society per annum by an affirmative vote of at least two thirds of all members present at the General Assembly.

The General Assembly shall receive reports from the President and/or Secretary-General on the activities of the Institute. The reports shall include the audited accounts for the preceding year.

#### ARTICLE VI: ORGANIZATION OF INTERNATIONAL CONFERENCES

In fulfilling purpose a) of Article II, the Institute will initiate and/or sponsor INTER-NOISE conferences in countries of member societies. The Board of Directors will invite a member society (or a group of member societies) to consider undertaking the organization of an INTER-NOISE conference. The composition of the Organizing Committee of the INTER-NOISE conference shall be approved by the President before the public announcement of the conference.

All legal and financial liabilities in connection with an INTER-NOISE conference rest with the member society (societies) which has accepted the invitation to organize an INTER-NOISE conference.

#### ARTICLE VII: NEWSLETTER

In fulfilling purpose b) of Article II, the Institute will issue a Newsletter. Each member of the General Assembly shall have two responsibilities with respect to the Newsletter. He (she) shall verify that his (her) member society nominates and appoints an individual to serve as correspondent with the task of supplying national news and news of activities of the member society in the field of noise control. The news shall be written in English in a format suitable for dissemination in the Newsletter. Each member of the General Assembly should also assume responsibility for circulation of the Newsletter to individual members of his(her) member society. For this purpose, a limited number of copies of the Newsletter will be supplied to each member society. Member societies may order additional copies and have the right to further reproduction of the Newsletter.

#### ARTICLE VIII: FINANCES

Member societies are required to assist in defraying the operating expenses of the Institute, including the publication of the Newsletter. The sum to be paid by each Member Society, Associate Member and Sustaining Member is fixed by the Board. Changes in the sum to be paid by each member society shall be approved by the General Assembly (see Article V).



Dues are payable by January 1st of each year for that year. If it is not received by the Institute within 90 days of this date, a second notice is issued, and after another 60 days the membership may be cancelled. The payments are to be made to the account of the Institute.

The fiscal year of the Institute is the calendar year.

#### ARTICLE IX: BUDGET

A Draft-Budget for the next fiscal year shall be drawn up by the Secretary-General and sent to the President ultimo August. The definitive Budget shall be approved by the Board ultimo December.

#### ARTICLE X: TERMINATION OF MEMBERSHIP

The affiliation with the Institute, in any class of membership, may be terminated at any time by resignation or by vote of the Board.

#### ARTICLE XI: AMENDMENT

The Board of Directors has a right to amend the BYLAWS and to dissolve the Institute by an affirmative vote of at least two thirds of all members of the Board.

#### ARTICLE XII: LEGAL STATUS

The Institute is established at the address: International INCE, 8332 Zürich-Russikon, Switzerland, and all legal actions are restricted to Zürich 1 (Gerichtsstand).

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These BYLAWS replace the BYLAWS of September 20th, 1974.

June 23rd 1978

## APPENDIX

### MEMBERSHIP DUES

Fixed by the Board at its meeting May 12, 1978.

#### Member societies

The sum to be paid by each member society is  
300 Swiss Francs per annum.

#### Associate members

The sum to be paid by each associate member  
is 100 Swiss Francs per annum.

#### Sustaining members

The sum to be paid by each sustaining member  
is 800 Swiss Francs per annum.