

Working Rules for ESO Committees

- 1) The chair and the committee members have to be ESO members.
- 2) A committee member should not be in more than 2 committees.
- 3) Each committee should have a minimum of 3 members and a maximum of 10 members.
- 4) In order to suggest a new committee member, a written proposal from the chair of the committee to the Executive Committee is necessary.
- 5) The term in office of committee chairs is 4 years.
- 6) The chair is appointed by the president with approval by the Executive Committee. The chair is usually selected among current members of the committee.
- 7) One person can only chair one committee.
- 8) The members can stay for a maximum of 4 years. Exception: If the member is elected as a chair. In that case, the committee member/chair can stay for a maximum of 8 years.
- 9) In order to evaluate the work of each committee, they have to hand in a report of activities to the Executive Committee by the end of the calendar year or when requested by the president.
- 10) The reports of activities will be enclosed to the invitation to the ESO General Assembly.
- 11) A committee may invite observers (non-voting).