

# EuCheMS General Assembly

## Roma, 27-28 September 2017

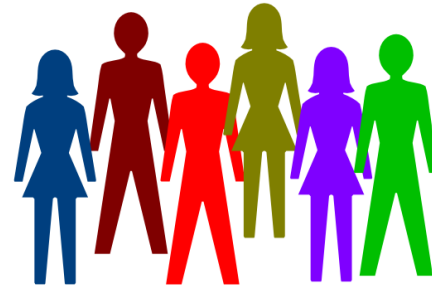
Nineta Hrastelj  
General Secretary

**EuCheMS**   
European Chemical Sciences

Rome, September 2017

# A short overview from management point

2011



2017



## Secretariat

Nineta Hrastelj, GS  
Bruno Vilela, Policy  
Marta Kucza, Admin

## General Assembly

Ordinary Members –  
Member Societies (41)  
Supporting Members (6)

## Executive Board

Presiding Council (3)  
Elected Members (9)  
Appointed Members (5)

### Task Groups

Divisions (13)

Working Parties (4)

EYCN

# EuCheMS Divisions' Budget Lines within EuCheMS account

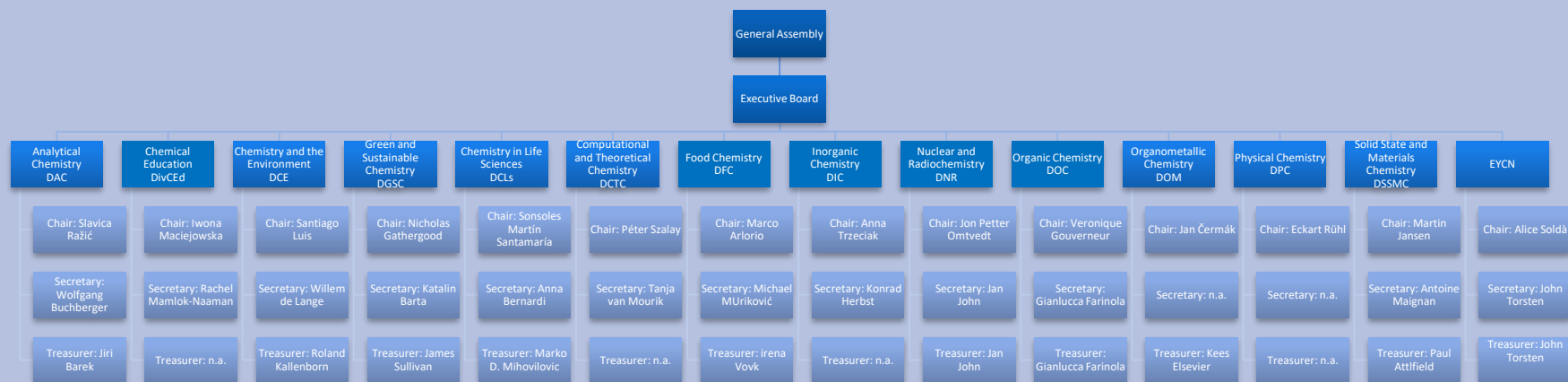
Acronym	Name	Income budget line	Expense budget line
DAC	Division of Analytical Chemistry	966	760
DivCEd	Division of Chemical Education	968	780
DCE	Division of Chemistry and Environment	967	770
DCLS	Division of Chemistry in Life Sciences	963	730
DCTC	Division of Computational and Theoretical Chemistry	965	750
DGSC	Division of Green and Sustainable Chemistry	964	740
DOM	Division of Organometallic Chemistry	960	700
DPC	Division of Physical Chemistry	969	790
DSSM	Division of Solid State and Materials Chemistry	962	720
EYCN	European Young Chemists' Network	950	600

*P-003-EuCheMS Divisions Guidelines*

*P-006-EuCheMS Divisions' Budget*

Rome, September 2017

# EuCheMS Divisions' Management



# EuCheMS legal and quality management system documents

Constitution

Approved by GA and the notary,  
published in the Belgian Gazette (in French)

Bylaws

Approved by the General  
Assembly (GA)

Procedures

Approved by the Executive Board

Internal Working Procedures

# EuCheMS Handbook

- EuCheMS Constitution (ENG+FR)
- EuCheMS Bylaws

P-001 EuCheMS Award for Service

P-002 EuCheMS Lecture Award

P-003 EuCheMS Divisions Guidelines

P-004 EuCheMS Interpretation of voting rules

P-005 EuCheMS Recognition of events

P-006 EuCheMS Divisions' budget

P-007 EuCheMS Congresses specification for bids

P-008 EuCheMS Nominating and voting procedure for candidates proposed by EuCheMS Divisions/WPs for appointed members of the EuCheMS Executive Board

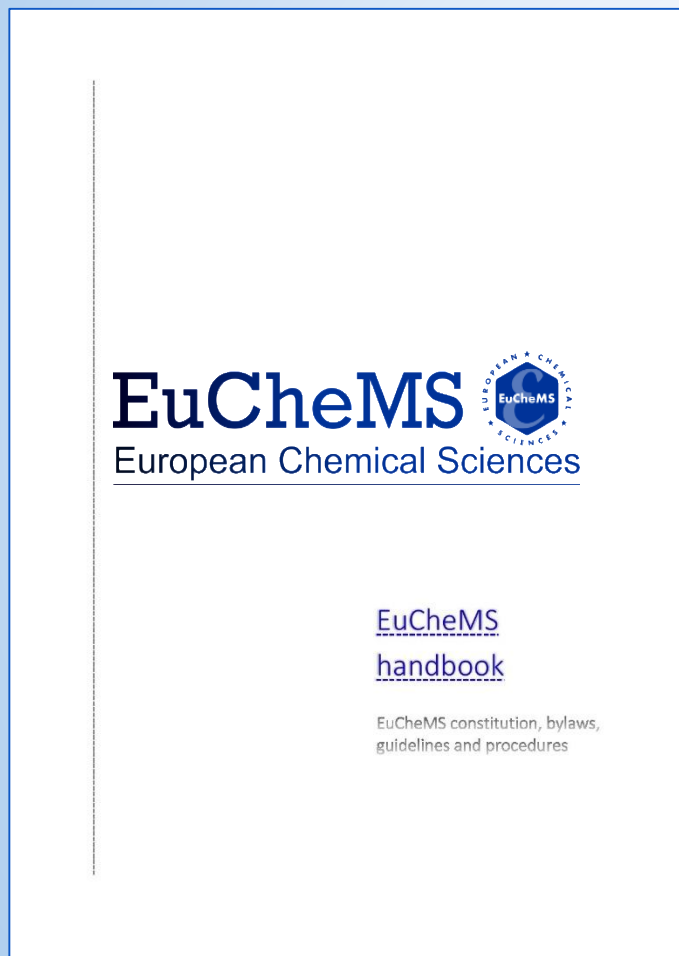
P-009 EuCheMS Chemistry Congresses (ECCs)

P-010 European Chemistry Gold Medal

P-011 EuCheMS Landmarks

F-001 EuCheMS expense claim

<https://www.euchems.eu/forum/attachment.php?aid=1124>



# EuCheMS Internal Working Procedures

- W-001 Outgoing invoices procedure
- W-002 Financial flow
- W-003 Payment procedure
- W-004 Backup of Financial Data and Recovering Files
- W-005 Securex procedure
- W-006 Teleconference instructions
- W-007 BNU publishing
- W-008 Conference organization
- W-009 Currency exchange rates
- W-010 Procedure for the EuCheMS Newsletter
- W-011 Procedure in case of a work accident

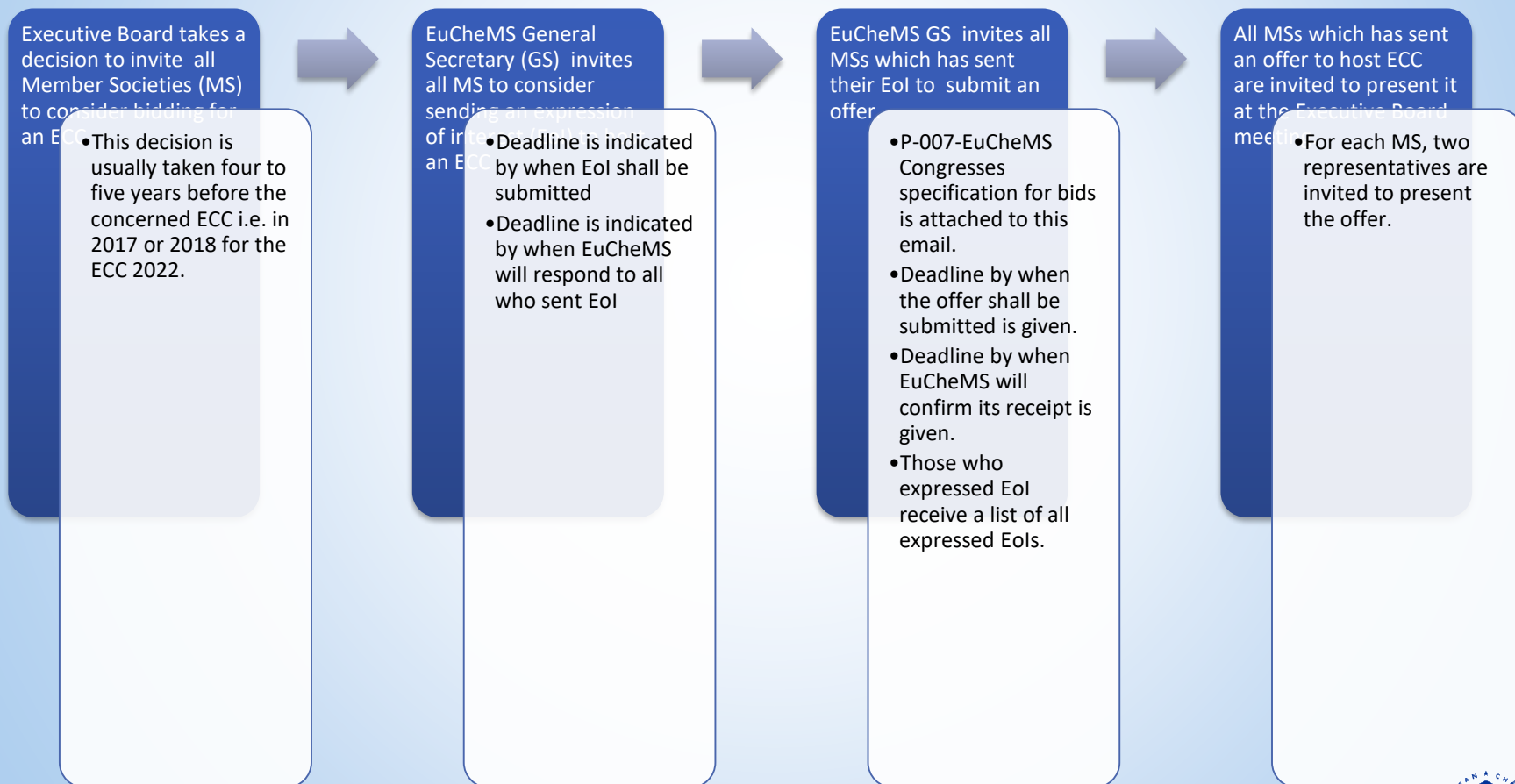


# Outsourced services

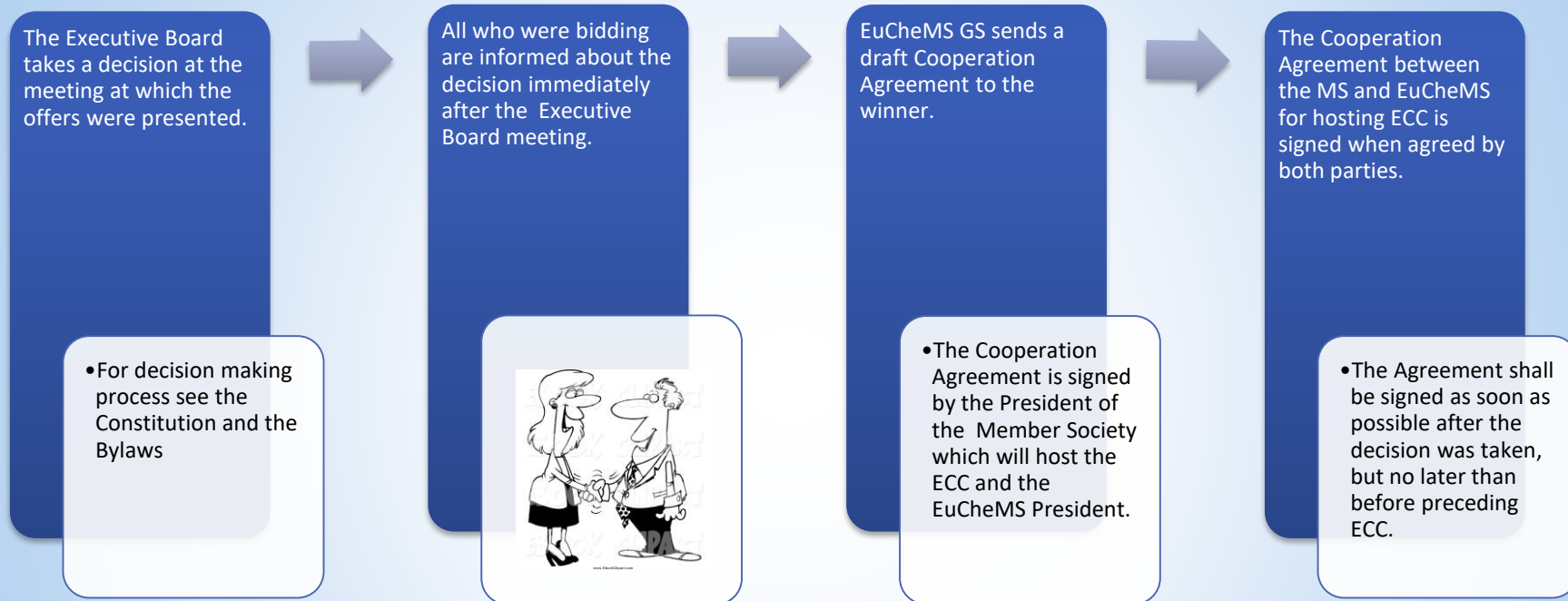


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# EuCheMS Chemistry Congress (ECC) bidding process (1)



## EuCheMS Chemistry Congress (ECC) bidding process (2)



For details, please see the EuCheMS Handbook, especially, P-007 and P-009.

Rome, September 2017

	2011	2012	2013	2014	2015	2016	2017
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President	Luis Oro	Ulrich Schubert			David Cole-Hamilton		
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Treasurer	Franco De Angelis						E. Rühl
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Vice-President		Luis Oro	D. Cole-Hamilton	Ulrich Schubert	P. Goya		
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EuChemS Secretariat	GS	Nineta Hrastelj						
	Policy		Sofia Minero					
	Policy				Bruno Vilela			
	Admin						I. Simioni	
	Admin							M. Kucza

# 2020 – 50<sup>th</sup> EuCheMS anniversary



1970

- FECS established in Prague, 15 societies signed

2004

- New constitution agreed in Bucharest

2006

- Registered as legal entity in Brussels, 23 societies signed

2011

- Secretariat operational in Brussels

2017

- 41+6 member organisations