

In vitro and in silico toxicology Specialty Section (In²TOX SS)

Operational Guidelines

ARTICLE I

The name of this Specialty Section is "*In vitro and in silico toxicology Specialty Section of EUROTOX*" hereinafter designated as In²TOX SS.

ARTICLE II

The objectives of In²TOX SS are:

1. To serve as a focal point for interaction of members of EUROTOX interested in the field of *in vitro* and *in silico* toxicology.
2. To propose scientific programs, such as workshops and symposia, to be held at EUROTOX annual congresses, and to promote educational activities that emphasize developments in fundamental and applied *in vitro* and *in silico* toxicology.
3. To relate those developments to the activities of EUROTOX in order to stimulate growth in the science of *in vitro* methods, *in silico* modelling and new approach methodologies in general.

ARTICLE III

1. All members of EUROTOX, either individual members or members of EUROTOX national member societies, may become member of In²TOX SS.
2. The application form is available on the EUROTOX website or can be requested from the Secretary of In²TOX SS.

ARTICLE IV

1. In²TOX SS Officers should include the Chair, the Secretary, the Chair-elected and 2 Councilors.
2. The term of each Officer is 3 years. Only the Secretary and Councilors can be elected for a second sequential term.
3. All Officers are chosen among In²TOX SS members and are elected by In²TOX SS members by e-mail voting.

ARTICLE V

1. Elections are organized by an Election Committee composed of all Officers except the candidate(s) and chaired by the past Chair.
2. Election of Officers must follow the EUROTOX Operational Guidelines, which includes
 - a) be an individual member of EUROTOX or a member of one of the national or affiliated societies of EUROTOX;
 - b) have been a member of the specialty section for at least 2 years;
 - c) have been an active participant in the last 2 annual face-to-face meetings of the section.
3. The Chair and the Secretary and both Councilors shall not be elected the same year.

4. The Chair and Chair-elect are elected the same year.
5. A call for nomination among In²TOX SS members will be made by e-mail 2 months before election and the name of the candidates together with short CVs will be communicated to all In²TOX SS members by e-mail 1 month before the election ballot by the Secretary.
6. The Election Committee will select a list from these proposals with up to 2 candidates (whenever possible) for each position.
7. Candidates should be balanced, as far as is practically possible, regarding geography, and affiliation (academia, regulatory bodies, industry).
8. Votes will be submitted to the Secretary for scrutiny. Winners will be announced during the annual face-to-face meeting.

ARTICLE VI

1. In²TOX SS is governed by the elected Officers. Officers and In²TOX SS members meet annually during the EUROTOX annual congress.
2. Date and location of the face-to-face In²TOX SS meeting will be communicated to members by the Specialty Section Secretary, and it will also appear in the congress program.

ARTICLE VII

1. The Chair acts as a representative of In²TOX SS in governing bodies of EUROTOX whenever needed.
2. The Chair will serve as a member of the SPC for the Annual congresses (an Officer may deputize).
3. The Chair will be responsible for the presentation of the annual report of the activities of In²TOX SS.
4. This annual report will be sent to the Secretary-General 2 months before the Annual Congress to allow discussion at the Business Council meeting.

ARTICLE VIII

1. The Secretary is responsible for the correspondence with In²TOX SS members and EUROTOX bodies and for the preparation of election.
2. The Secretary will provide the list of Officers and In²TOX SS members to EUROTOX Secretary annually (the Secretary may act as a deputy for the Chair if needed).

ARTICLE IX

1. Councilors will participate in the preparation of proposals for the scientific program for the EUROTOX annual congresses and in the promotion of educational activities.
2. Councilors will be part of the Election Committee and will help the Secretary in all activities. They may also act as the deputy Chair if needed.

ARTICLE X

1. The list of Officers and In²TOX SS members will be provided to EUROTOX Secretary annually.
2. Annual activities of Specialty Section will be reported by the Chair to the EUROTOX Executive Committee before the EUROTOX Business Council.