

## Association Guidelines of EASD

According to Art. 5 Letter d No. 4 in conjunction with Art. 3 Letter d Sentence 4 of the Articles of Association the General Assembly can adopt Association Guidelines, in which in particular the details of the member relations and the amount of the membership fees are determined. Accordingly, the General Assembly issues the following Association Guidelines.

### 1. Scope of application

These Association Guidelines apply to all EASD Association members (ordinary and supporting members) and for applicants wanting to become a member in the Association EASD.

Both natural and legal persons can become members of the Association. Only natural persons who are health care professionals, as well as scientists and students working in the field of diabetes mellitus or related diseases, can become ordinary members. Natural or legal persons working in the field of diabetes mellitus or related diseases can become supporting members (see Art. 3 Letter a, Letter b and Letter c of the Articles of the Association).

### 2. Membership fees and duration of the membership

The General Assembly has determined the following membership fees. These membership fees can be changed from year to year at the General Assembly's own discretion.

The following fees apply to ordinary members:

Type of Membership	Duration	Fee
Standard	1 year	€ 115.00
	2 years	€ 220.00
Postdoc/Fellow	1 year	€ 75.00
	2 years	€ 140.00
Student	1 year	€ 40.00
	2 years	€ 70.00
Emeritus	1 year	€ 40.00
	2 years	€ 70.00
Allied Health Professional/Nurse	1 year	€ 75.00
	2 years	€ 140.00

In order to be entitled to apply for or extend an ordinary membership at a reduced rate a Letter of Recommendation of a Head of Department or a Member of EASD is required, which provides information on the scientific work of the applicant. In case of an Emeritus membership, the responsible department must be contacted at [membership@easd.org](mailto:membership@easd.org). To receive this discounted membership, one must be at least 65 years of age, retired and submit a copy of an identity card.

For supporting members (legal persons) the following fees apply:

Type of membership	Duration	Fee
Associate	1 year	€ 2,500.00
Silver	1 year	€ 5,000.00
Gold	1 year	€ 10,000.00

For supporting members (natural persons) the following fee applies:

Type of membership	Duration	Fee
Supporting Individual	1 year	€ 115.00

Ordinary members and supporting members owe the membership fee according to the above tables due to their membership in the Association. Irrespective of this, i.e. independent of the existence or non-existence of a membership, any natural or legal person can donate funds to the Association and in this way promote the charitable work of the Association. The donor decides whether and which amount he/she is prepared to donate.

The ordinary membership can be concluded for the duration of one or two year(s). The supporting membership can only be concluded for one year. The term of membership begins at the beginning of the calendar year, irrespective of the date on which the application for membership is accepted.

After expiry of this period, membership shall expire unless it has been renewed as described in Section 3 of these Guidelines. Early termination of membership is possible. In this case the membership runs until the end of the calendar year.

Members shall owe the full membership fee for each full year of membership. This also applies in case the membership ends before the regular duration expires. This means that members whose application for membership is accepted by the Association during the year or who leave the Association during the year are obliged to pay the full membership fee for the year in question.

**3. Application for membership and extension procedure**

Applicants and members must apply for the membership in the Association or have it extended by using the online system on the official website [www.easd.org](http://www.easd.org). Alternatively, an application for membership can also be filled in writing or onsite by filling in and signing the membership form. The membership will begin or be extended on acceptance of the application.

Only fully completed applications for membership or its extension will be processed. According to its Articles of Association, the Association, represented by its Board, reserves the right to refuse membership if it thinks that the acceptance of a membership application contradicts the interests of the Association or its members.

Membership can be applied for or renewed throughout the year. Only after the Annual Meeting the system will be closed for a short time due to maintenance reasons.

Membership and all rights and advantages granted to the member are personal, i.e. they are non-transferable and non-hereditary (Art. 38 Sentence 1 German Civil Code). The exertion of the membership rights cannot be left to another person (Art. 38 Sentence 2 German Civil Code).

#### **4. Mandatory use of the online portal**

The registration for the Annual Meeting, the Abstract Submission and the application for membership by online procedure can in general only be done with an online account.

Applications which are received by the administrative office in another way cannot be processed.

#### **5. Invoices and payments**

Invoices for the membership fees are due from their date of issue and payable within 14 days after invoice date.

Payments can only be made in euros. Payment should preferably take place by credit card or, if available, by online payment system (e.g. PayPal). If payment is effected by bank transfer, the bank fees are to be paid by the sender. Name and invoice number must be used as payment reference. Cheques will not be accepted.

In case of arrears in payment the membership automatically expires according to Art. 3 Letter h of the Articles of Association.

#### **6. Intellectual property rights**

All rights referring to the intellectual property of documents which are issued by the Association – including (online) publications – and material, which is used for events and is copied by or in the name of EASD, are fully owned by the Association, unless otherwise stated or agreed.

It is strictly forbidden to alter, copy or process documents issued by the Association. The Association will take legal action in the event of infringements. Material in the possession of EASD may only be used with the prior and explicit written approval of the Association.

The Association is not responsible for documents, including conference material and/or presentations of members, lecturers or other persons.

## **7. Data protection and disclosure of contact data**

In order to fulfil the purposes and tasks of the Association, personal data on personal and material circumstances within the framework of the membership relationship within the Association are collected and processed in compliance with the respectively applicable requirements of the EU General Data Protection Regulation (GDPR) and the German Federal Data Protection Act (BDSG). The transfer to third parties only takes place within the scope of the performance of tasks or the fulfilment of the contract. In particular, reference is made to the passing on of data within the framework of the electronic voting system (Single Transferable Vote), which can be objected to informally at any time.

Unless prerequisites exist described in the respective Guidelines each member of the Association has in particular the following rights:

- the right to information according to Art. 15 GDPR,
- the right to notification according to Art. 16 GDPR,
- the right to cancellation according to Art. 17 GDPR,
- the right to limitation of processing according to Art. 18 GDPR,
- the right to data transfer according to Art. 20 GDPR,
- the right to object according to Art. 21 GDPR and
- the right to lodge a complaint with a supervisory authority according to Art. 77 GDPR.

The organs of the Association, all employees or other persons working for the Association are prohibited from processing, disclosing, making available to third parties or otherwise using personal data without authorisation for purposes other than the respective fulfilment of their duties. This obligation continues to be valid beyond the departure of the above-mentioned persons from the Association.

In order to fulfil the tasks and obligations under the EU General Data Protection Regulation and the German Federal Data Protection Act, the Board appoints a Data Protection Officer, who can be contacted at [datenschutz@easd.org](mailto:datenschutz@easd.org).

Detailed rules for the processing of user data are furthermore fixed in the Data Protection Declaration (Privacy Policy) of EASD which is published at: <https://www.easd.org/easd/privacy-policy.html>.

## **8. Miscellaneous**

All references to a date or period mentioned in this and other documents refer to the Central European Time Zone (CET).

The EASD membership year is the calendar year from 1st January to 31st December.

## **9. Entry into force**

These Association Guidelines have been adopted as a follow-up resolution on the amendment of the Articles of Association 2019 by the General Assembly of the Association on 17<sup>th</sup> September 2019 in Barcelona, Spain.

The amended version of the Association Guidelines was adopted by the General Assembly of the Association on 21<sup>st</sup> September 2022 in Stockholm, Sweden.