

# By-laws

## § 1 NAME AND SEAT

- 1) The name of the Society is Deutsche Gesellschaft für Telemedizin (DGTelemed). After registration the Society is adding "e. V." to its name.
- 2) The seat of the Society is in Berlin.

## § 2 GOALS

- 1) Society is a national association. Its purpose is to promote public health. It strives especially to support research, education and training by telemedicine and e-health. Telemedical applications can provide medical services overcoming distance by using modern information and communication technology. The use of modern information and communication technology is making diagnostics and therapy easier, is adding to the quality of healthcare delivery and is improving the availability of medical knowledge in remote areas.
- 2) These goals are accomplished through:
  - scientific events especially on possible applications and developments of telemedicine and e-health with the perspective to improve healthcare delivery in general
  - commissioning of research projects to persons according to German Tax Law (§ 57 (1) Abgabenordnung). Research projects are dedicated exclusively to develop new solutions and processes for telemedical applications.
  - Intensive information of the public including political bodies and institutions about possible applications, advantages and economies through the application of telemedicine
  - creation of regional associations at the level of the German states; their activities are following these by-laws.
- 3) Results of research and development projects are to be published promptly in the general interest.

## § 3 PUBLIC-INTEREST ORIENTATION

- 1) The Society pursues exclusively and directly goals which are in the public interest as delineated in the relevant provisions of the German tax code ("Steuerbegünstigte Zwecke", §§ 59 ff. Abgabenordnung). The Society is not self-serving or self-dealing; it does not pursue primarily its own economic interests.
- 2) Resources of the Society may be used only for purposes which are in accordance with provisions of these by-laws. Members may not receive grants from the resources of the Society.
- 3) Persons may not be unduly favoured through expenditures, be it not keeping in line with the goals of the Society or be it through excessively high compensations.
- 4) Grants to the Society, especially those from public sources which have a narrowly defined target, may be used only for the purposes specified.

## § 4 BUSINESS YEAR

The business year is co-extensive with the calendar year.

## § 5 MEMBERSHIP

- 1) The Society has the following categories of membership:
  - a) Regular Members
  - b) Supporting Members
  - c) Honorary Members.
- 2) Regular Members may include natural and legal persons from hospitals, universities, research institutions, medical technology and pharmaceutical companies, consultancy and service companies, mandatory health insurance organisations, medical bodies, IT-companies and other institutions, doctors, scientists or other persons.
- 3) Supporting Membership may be granted to any person who supports the goals of the Society, whether or not they meet the prerequisites in article 5(2).
- 4) The General Assembly may designate persons as Honorary Members who have made notable contributions towards fulfilling the goals of the Society.

## § 6 BEGINNING AND END OF MEMBERSHIP

- 1) Membership may be acquired through submission of a written application. The Executive Board decides the matter.
- 2) Membership ends:
  - a) through death,
  - at the end of a business year through written declaration submitted to the Executive Board at least two full months before the end of the year,
  - b) through expulsion as a result of dishonourable activity or behaviour which violates the interests of the Society,
  - as a result of not paying dues after notification by the Executive Board.

## § 7 RIGHTS AND DUTIES OF MEMBERS

- 1) Regular Members in good standing have the right to vote and the right to table motions at the General Assembly. Each Member has one vote.
- 2) Members in good standing are obliged to pay their annual fees and other contributions (e. g. assessments).
- 3) Supporting Members have no vote at the General Assembly and they have no right to table motions. However, they do have the right to speak at the General Assembly.
- 4) Honorary Members and Honorary Chairmen have the right to speak and to table motions at the General Assembly; however they have no right to vote. They are not required to pay annual fees.

§ 8 ORGANS AND INSTITUTIONS

- 1) The organs of the Society are:
  - a) the Executive Board,
  - b) the General Assembly.
- 2) The General Assembly or Executive Board can, by resolution, establish bodies, particularly advisory boards and committees, for specific tasks.
- 3) The Society may join or take part in other organizations to the extent that this is in keeping with its goals.

§ 9 EXECUTIVE BOARD

- 1) The Executive Board is made up of:
  - the Chairperson
  - the First Deputy Chair
  - the managing board member
  - the Treasurer
  - at least three further Members and respectively
  - the Chairs of the Advisory Boards.

The Executive Board elects the chairperson, the deputy chair and the managing board member.
- 2) The Executive Board with the legal rights of representation in the sense of German law (§ 26 Bürgerliches Gesetzbuch) is made up of the chairperson and the first deputy chair. The legal rights of representation may be exercised by each of these board members acting alone.
- 3) The members of the Executive Board are elected for a period of four years. Re-election is possible. If a member vacates a seat on the Board, then the Board is justified in filling the seat through co-optation until the co-opted member can be confirmed for the rest of the period of office by the next regular General Assembly.
- 4) The Executive Board leads the Society and it decides on applications for membership and the expulsion of members, as well as on setting the schedule of membership fees. The Society’s business is conducted by the General Secretary.
- 5) The work of the Executive Board is unpaid. The Board may adopt its own rules of procedure. The Board can decide a -remuneration for the managing board member.
- 6) The Executive Board can name a Scientific Committee and other committees for specific tasks as needed. Committees are directed by their chairs.
- 7) The Scientific Committee members are appointed by the Executive Board for a term of 2 years..
- 8) Minutes should be kept on the meetings of the Executive Board. These should be signed by the managing board member.
- 9) Honorary Chairmen can participate at the board meetings; however without the right to vote. They are exempted from the annual fees and other services.

§ 10 GENERAL ASSEMBLY

- 1) The regular General Assembly of the Society takes place annually. The written invitation with an agenda for the meeting must be made available to the members at least two weeks before the meeting.
- 2) The responsibilities of the General Assembly are:
  - a) to receive the business report of the Executive Board
  - b) to formally accept the work of the Executive Board
  - c) to elect members of the Executive Board

- d) to elect an auditor (re-election is possible)
  - e) to amend the by-laws of the Society
  - f) to decide on motions
  - g) to appoint honorary members
  - h) to dissolve the Society
  - i) to appoint new honorary members
- 3) Extraordinary General Assemblies may be convened as required. The Executive Board must convene an Extraordinary General Assembly if there is a pressing reason for one or if at least a third of the voting members in good standing submit a written petition with specification of reason. The Chairperson will send written notifications of the Extraordinary Meeting to all members, including an agenda, at least four weeks prior to the date of the meeting.
  - 4) Any General Assembly which has been properly convened is deemed to constitute a quorum, regardless of how many voting members actually appear. Motions and resolutions are adopted by simple majority, to the extent that by-laws, rules of procedure or general law do not specify otherwise.
  - 5) Written minutes are to be kept on the General Assembly and its resolutions. The minutes are to be signed by the Chairperson or his first Deputy Chair.

§ 11 AMENDMENT OF BY-LAWS

Amendment of the by-laws requires the approval of two-thirds of the voting members who are present at the time the vote is taken.

§ 12 DISSOLUTION

- 1) Dissolution of the Society requires the approval of two-thirds of all voting members in good standing.
- 2) In case of dissolution of the Society or its loss of tax-preferred status, its resources will fall to body of public law or a tax-preferred body which will be obliged to use them for purposes in support of improving public health.

ANNUAL FEE SCHEDULE  
for the German Society for Telemedicine (DGTelemed)

(Adopted at the General Meeting on 02.03.2017)

The annual fee schedule is as follows:

1.	Corporate memberships	
1.1.	up to 250 employees	1.500 €
1.2.	over 250 employees	2.500 €
2.	Public bodies, medical societies, associations and federations	1.250 €
2.1.	Official institutional cooperation partners	750 €
2.2.	Individual membership – additional	100 €
3.	Scientific organisations	750 €
4.	Individual membership	150 €
5.	Students <sup>1</sup>	free

The annual fee should be paid after invoicing in the first quarter of the year. The payment should be considered by direct debit, if applicable.

<sup>1</sup> The membership application should be submitted with a valid certificate of immatriculation. In the subsequent years the valid study record should be submitted in the first quarter of the year. In case of the missing study record the annual fee for individual member will be charged.