

Constitution of the ISPOR Korea Regional Chapter (revised on June 26, 2017)

Article 1: Name

1. The name of this organization is the International Society of Pharmacoeconomics and Outcomes Research Korea Chapter, herein referred to as ISPOR-Korea.
2. The official address of ISPOR-Korea is:

105 College of Pharmacy, Korea University
2511 Sejong-ro,
Sejong, 30019, South Korea
Phone: +82-44-860-1617
E-mail: sechoi@korea.ac.kr

Article 2: Mission

The mission of the ISPOR-Korea is to:

1. Provide an environment where researchers, health care practitioners, and decision makers interested in pharmacoeconomics and outcomes research can share knowledge at a country level.
2. Serve as a bridge in bringing together country researchers, health care practitioners, and decision-makers interested in pharmacoeconomics and members of the pharmaceutical industry, health-related organizations, and academia.
3. Act as a resource at a local level for individuals interested in pharmacoeconomics and outcomes research.
4. Provide an opportunity for country-specific chapter members to become more familiar with the activities of ISPOR as well as participate in its activities.

Article 3: Affiliation

1. This ISPOR-Korea maintains affiliation as a component chapter of the International Society of Pharmacoeconomics and Outcomes Research (ISPOR).

Article 4: Membership

1. **Eligibility.** Membership in the Chapter is open to any individual who supports the mission of the Society and the Chapter, and is willing to contribute to the achievement of those objectives.

The Chapter shall maintain a minimum of ten full ISPOR members.

2. **Rights and Privileges of Membership.** Each Chapter member has the right to vote for Chapter Officers and to serve as Officers.

Article 5: Organization

1. The ISPOR-Korea Executive Committee should have at least the following officers: a president, four vice presidents, a secretary, a treasurer, an auditor and ex officio members, who are the past president and the vice president(s) of the previous term. The duties and responsibilities should be as defined in Article 8.
2. The active members of ISPOR-Korea elect the ISPOR-Korea president. The elected president appoints the executive committee members except the ex officio members. Elections are to be held at the same time each year according to the rules and procedures outlined in Article 9.
3. The ISPOR-Korea Executive Committee officers hold their respective positions for a term of two years, or for the remainder of a term when filling a vacancy.

Article 6: Procedures

1. ISPOR-Korea is governed by this constitution.
2. ISPOR-Korea is part of the Korea Association of Health Technology Association (KAHTA) and is a recognized organization in the country and complies with local governmental policies.
3. ISPOR-Korea holds general meetings during the year. Special executive meetings are held at the discretion of the executive officers.
4. Any member or officer of the ISPOR-Korea may initiate a constitutional amendment. Procedures for amending this Constitution are outlined in Article 10.
5. Each ISPOR-Korea executive officer or member exercises one vote.

Article 7: Chapter Leadership

1. The leadership of ISPOR-Korea Chapter is the Executive Committee.
2. The leadership must have their professional post within the region.
3. The Executive Committee consists of the following members: a President, four Vice Presidents, a Secretary, a Treasurer, an auditor, and ex officio members. Members of the Executive Committee should represent diverse geographic locations and work environments. To facilitate the objectives of the Society and the Regional Chapter the President should be a health care decision-maker or an active researcher in the field of economics / outcomes research, at least for the first 5 years of the Chapter. President / vice presidents / ex officio members are limited to one term.
4. ISPOR-Korea Chapter members elect the president. Elections are to be held according to the rules and procedures outlined in Article 9.
5. All members of the Executive Committee must be full ISPOR members. This clause shall be

waived until 2018.

6. Members of the ISPOR-Korea Chapter Executive Committee hold their respective positions for a term of up to two years, or for the remainder of a term when filling a vacancy. The position of Director or Secretary / Treasurer can serve a second term if reappointed by the president of ISPOR-Korea Chapter.
7. The Executive Committee oversees and supports activities of the Chapter. The duties and responsibilities of the Executive Committee should be as defined in Article 8.
8. The Executive Committee's responsibilities include upholding the mission of ISPOR Korea Chapter as defined in Article 2.
9. Executive Committee meetings are held as needed. Minutes of meetings must be taken. Minutes must be provided to the ISPOR Board of Directors upon request.
10. The ISPOR-Korea Chapter Executive Committee has the right to make decisions according to ISPOR-Korea Chapter Constitution.

Article 8: Duties of Officers

Each officer should be elected for a term of two years.

President

The President of ISPOR-Korea:

1. Conducts and presides over all meeting of ISPOR-Korea.
2. Represents ISPOR-Korea when called upon to do so.
3. Appoints an individual to any office that becomes vacant subject to the ISPOR-Korea Executive Committee approval.
4. The office of the President is open to any member of ISPOR-Korea.
5. Provides a report of activities and financial transaction to the ISPOR Board of Directors annually.

Vice Presidents

Vice Presidents of ISPOR-Korea:

1. Consist of four members, two of whom are representatives from industry, one is a representative from government and the other is a representative from academia.
2. One Vice President of four, who holds the ISPOR-Korea Chapter membership for a longer term, succeeds to the office of President in the event the President is unable to carry out his/her role unless it is against the Article 7, Clause 3.

3. Conducts and presides over all meetings of ISPOR-Korea in the absence of the President.
4. Assists the President with the responsibilities of ISPOR-Korea.
5. The office is open to any member of ISPOR-Korea.

Secretary

The office is open to any member of ISPOR-Korea.

The Secretary of ISPOR-Korea:

1. Records the minutes of ISPOR-Korea meetings. An official copy of the minutes should be kept in the ISPOR-Korea records and a copy emailed to: info@ispor.org
2. Handles ISPOR-Korea correspondence as necessary
3. Keeps and maintains the ISPOR-Korea records.

Treasurer

The office is open to any member of ISPOR-Korea.

The Treasurer of ISPOR-Korea:

1. Is responsible for any financial transactions of ISPOR-Korea
2. Keeps and makes available to the members of ISPOR-Korea and the ISPOR Board of Directors a record of all monies received and spent by ISPOR-Korea.
3. Reports the financial status of ISPOR-Korea at meetings.
4. Assists the President in the preparation of an annual budget.
5. Oversees the financial activities of ISPOR-Korea.

Auditor

The Auditor of ISPOR-Korea Chapter:

1. Examines ISPOR-Korea Chapter's annual financial report.
2. The office is open to any member of ISPOR-Korea but the former secretaries or the former treasurers are preferred.

Ex Officio Members

The ex officio members

1. Assists the President with the responsibilities of ISPOR-Korea.
2. The office is granted to the previous president and vice presidents.

Article 9: Election Procedures

1. The active members of ISPOR-Korea elect the president of the ISPOR-Korea Chapter. Each Chapter member has one vote.
2. The ISPOR-Korea Executive Committee (President, Vice Presidents, Secretary, Treasurer, Auditor, and ex officio members) appoints a Nomination Committee.
3. The Nomination Committee solicits nominations for the positions of President.
4. A sole candidate is accepted.
5. Elections are held.
6. The new ISPOR-Korea President informs the ISPOR Board of Directors of the new officers. The names of the new officers are emailed to: info@ispor.org.

Article 10: Meetings

General Business Meeting. The Chapter must hold at least one general meeting of its members each year. A report of the Chapter's activities shall be presented. Any member of the Chapter may submit a motion for consideration by the members as a whole. All such motions must be submitted in writing to the President at least 48 hours prior to the General Meeting.

Article 11: Amendments

1. Any active member or officer of ISPOR-Korea may propose constitutional amendments.
2. A proposed amendment to this or new Constitution should become binding after receiving a two-thirds majority of the total voting membership of ISPOR-Korea.
3. Any amendments should be e-mailed to the ISPOR office: info@ispor.org.