

## European Society of Toxicologic Pathology e.V.

Minutes of the Annual General Assembly Held on 27<sup>th</sup> September 2006, 5-7 pm  
La Grande Motte Congress Center, France

58 members attended

1. **Welcome** The meeting was opened by the President, Wolfgang Kaufmann. He warmly welcomed the members to the meeting.
2. **Agenda/ Minutes** The previously circulated agenda was accepted
3. **Approval of Minutes from Copenhagen 2005** The minutes of the Annual Meeting held in Copenhagen, Denmark were accepted as a true record.
4. **Annual Report of the Executive Committee** Hard copies of the report of executive committee activities of the last year had been previously circulated: In summary Wolfgang Kaufmann stated that the current meeting in La Grande Motte showed that one of the aims of the ESTP, namely to have attractive well attended annual meetings of high scientific value has been achieved. He thanked the organizing committee, sponsors, exhibitors and attendees (over 200).

The work of the Society's committees was highlighted, particularly the award committee for its hard work on the selection of the Novartis sponsored "ESTP publication awarded" and the Boehringer Ingelheim sponsored "ESTP thesis award".

He encouraged the members to consider active contribution to the content of 2 pages in the societies' journal ETP, which are at the societies' disposal to report on news and any other interesting topic regarding our working field.

He mentioned this year's 1<sup>st</sup> ESTP expert workshop on laryngeal lesions. The ESTP had invited selected international recognized experts from industry, academia and authorities to classify and characterize laryngeal lesions. It is the strong intent of the executive committee to continue this type of workshops at an annual frequency.

Furthermore, he highlighted next year's joint ESTP/IFSTP congress in Basel scheduled for September 16-19, 2007. A first flyer was distributed at this meeting. Main topics will be the integration of toxicopathology and -omics, carcinogenesis – alternative approaches, and dermatopathology.

Finally, Wolfgang Kaufmann stated that it had been pleasure to serve the Society as its Chairman and looked forward to continuing on the board as Past Chairman. He thanked his dedicated and enthusiastic colleagues on the board, and wished a lot of success to John, our already very enthusiastic new Chairman.

5. **Report of the local organizing committee** Dominique Cahard spoke on behalf of the local organising committee and stated the very good collaboration without any frustrations during the preparation of this meeting. Finally he thanked solution office for the very efficient help.

6. **Report of the Awards Committee** The report of activities of the last year had been previously circulated in a slide: In summary Daniel Roth, on behalf of his colleagues on the committee (Agnes Schulte, Andrew Pilling, Andrew Spencer, Frieke Kuper and Jürgen Funk), stated that:

As in the years before, the ESTP has offered its publication award for an outstanding scientific publication by a younger society member, again sponsored by Novartis Pharma AG which we cordially wish to thank. Unfortunately the announcement was not published and no nominations were received from the membership. Through a literature search for publications of younger society members, 11 publications that fulfilled all criteria were identified and a selected award winner has been suggested to the ESTP Board. The announcement will be made at the Gala dinner. (*Post-meeting note*: Dr. Lars Mecklenburg received the Award for his publication "Mesenteritis precedes vasculitis in the rat mesentery after subacute administration of a phosphodiesterase type 4 inhibitor".)

The Boehringer-Ingelheim ESTP Award 2006 in Toxicologic Pathology recognizes doctoral theses on any aspect of toxicological pathology, laboratory animal pathology or experimental pathology. The award was announced on our homepage, in a number of relevant international journals and by poster at medical and veterinary faculties of European universities. Two nominations were received and a number of relevant theses were identified through searches on university homepages. The award will be presented to the winner at the Gala dinner.

The award committee thanks all who have supported us especially the companies who generously supported these awards.

He announced that the committee will stay in its current format, except that Agnes Schulte will resign.

There were no questions.

7. **Report of the Guess What Committee** The report of activities of the last year had been previously circulated: In summary Matthias Rinke on behalf of his colleagues on the committee (Susanne Rittinghausen and Heinrich Ernst) stated that:

The aim to present three cases per year was unfortunately not achieved and probably two cases per year need to be sufficient given the heavy workload and other duties for the committee members. M. Rinke asked the membership to provide interesting cases.

As every year, the low number of diagnoses and overall participation on the "Guess What" page was highlighted. Only a couple of diagnoses were submitted in the last months of 2005 and almost none until July 2006.

Please participate !

There were no further comments.

**8. Report of the Guideline Committee**

The report of activities of the last year had been previously circulated: In summary Agnes Schulte on behalf of her colleagues on the committee (Christine Ruehl-Fehlert, and Sivert Bjurström) stated that:

Further to the presentation on the regulatory aspects of immunotoxicology on the ESTP congress in Copenhagen, a printed version was recently published in our society's journal (Exp.Toxicol.Pathol.57, 2006).

The Committee provided comments to the manuscript drafts of the immune system subcommittee of the INHAND nomenclature harmonization project.

"No-effect vs. No-adverse-effect" was identified as a new topic and a review of relevant guidelines, regulatory papers and literature is planned for the near future. Furthermore, a questionnaire on the use of statistics in the field of toxicologic pathology is planned to be established.

There were no further comments.

**9. Report of the Membership Committee**

Annette Romeike spoke about the membership committee activities also on behalf of her colleague M. Rinke.

She highlighted the numerous technical improvements which have been made in the recent past to allow a better communication between the executive committee and the membership. Minutes of the executive committee's teleconferences or face-to-face meetings are posted on the membership part of our webpage and more and more information about the society's activities is going to be sent via e-mail in the future. At the moment, only a small number of members have no e-mail address. Those members will receive the most important information by normal mail.

She thanked Gerd Morawietz for his support on this and thus enabling a more efficient management of membership data through the new database. The ESTP website is one the Society can be very proud of and our thanks should go to Gerd Morawietz for its design and running. Please continue to use it and also make suggestions for improvements and new links.

A. Romeike highlighted that there is continuous work of the executive committee to increase our active membership. It has to be highlighted that most of the members, who had joined during the last year were not members of European sister societies

One of the main projects for the future is to contact toxicopathologists in Eastern European countries. This might even lead to the possibility to organize an annual ESTP meeting in that area.

There were no further comments.

**10. Journal Report**

The report of activities of the last year had been previously circulated. In summary, Jan Klapwijk stated that:

Seven editions of Experimental and Toxicologic Pathology were published during the year 2005/2006 (Volume 57). These included also abstracts from the 2005 ESTP Congress and from 2 Workshops (one on asthma in animal models and one on inhalation toxicology). There was a good range of subjects covered from reviews of molecular pathways/targets, through *in vivo* and *in vitro* experimental models and techniques to discussions of new Regulatory Guidelines. In addition, it was good to see a nice selection of papers from within our membership.

He referred to the president's introduction and stressed again, that the society recently has obtained the option of some extra pages within the Journal for ESTP "news" and other items. These could be opinion pieces, a letter from the President, letters etc. The next Journal edition will contain some such items but the committee would welcome further ideas from the members.

Unfortunately, the Newsletter proposed last year did not materialize as planned. The plan is now to send out occasional email-based updates, generally pointing people to new items in the Website and upcoming meetings etc.

There were no further comments.

**11. Report of the Councilor for the Younger Generation**

The report of last year's activities had been previously circulated. Jenny McKay gave a report on the ESTP activities for trainees. The principal new initiative carried out this year was a one-day meeting entitled "ESTP Education Meeting on Training in veterinary and Toxicologic Pathology in the EU". This was held in AstraZeneca, Alderley Park, UK, on the 16<sup>th</sup> May 2006. This meeting provided a unique forum for a core number of representative pathologists involved in education throughout Europe to discuss (a) external courses or conferences currently available for veterinary and toxicological pathologists in training and potential areas of resource sharing or consolidation and (b) examples of European residency training programs and their ability to provide the type of pathologist which the pharmaceutical industry requires. The attendees were Wolfgang Kaufmann, Catherine George, Jenny McKay, Monique Wyers (ECVP, Nantes Veterinary School), Bob Thoolen, Noel Downes (BSTP), Chiara Brachelente (ECVP, Bern Veterinary School), Sionagh Smith (Edinburgh Veterinary School), Michele Ardizzone (ESTP, SIPTS representative) and Anja Kipar (ECVP/ESVP Summer Schools in Veterinary Pathology, Faculty of Veterinary Science, University of Liverpool).

The meeting participants overwhelmingly supported the view that better communication between organizing bodies and planning of courses well in advance would reduce the likelihood of overlap and would be of benefit both to those involved in organizing courses and those attending. Actions arising from this part of the meeting were that the Trainees' page on the ESTP website should be a source of up-to-date information of forthcoming courses relevant for trainees and that a course guide with particularly relevant courses to those intending to sit examinations should be on this site as well. This should provide a valuable source of information for both trainees and those providing courses and ESTP members should see changes to the Trainees' page on our website as soon as all technical issues have been resolved. The development of these ideas to also include a searchable database by course topic for trainees is still under consideration.

There was a comment from the membership that the CL Davis foundation webpage contains already a very comprehensive list of courses for trainees.

**12. IFSTP Report**

Catherine George reported on IFSTP matters. She stated that in the past there has been a good interaction of the IFSTP Board with the different member societies.

The following scientific activities have been/are sponsored by the IFSTP:

- Latin STP/IFST symposium in Brazil, October 12-13<sup>th</sup>, '05

- Next meeting of Brazilian STP Nov 14-17, '07 in Bento Gonçalves, Rio Grande do Sul State
- IFSTP Satellite session at the ESTP meeting in La Grande Motte; "Definition of NOAEL in Toxicology Studies, Sept 26-27<sup>th</sup>, '06
- ESTP/IFSTP joint meeting in Basel "Integration of Toxicopathology in Risk Assessment – Key to success", Sept 16-19<sup>th</sup>, '07

It is a strong mission of the IFSTP to support Toxicology Pathology promotion worldwide and to establish ToxPath in developing countries (strong relationships with Latin STP and meeting with Indian STP; meeting with Thailand to promote a local STP). CG highlighted that more money and funds needs to be raised from companies to support societies in developing countries. Furthermore, a main objective for the future is to establish the proposed accreditation system for toxicologic pathologists. A new proposal will be circulated to all member societies to get full endorsement.

The income-expense statement is as follows:

- Income: € 11,677 (€ 7,000 sponsored from Novartis)
- Expenses: € 9,436 (EC activities and meetings)

Total balance: € 51,659

The IFSTP committee is composed of: Y. Konishi (President), J. Harleman (President Elect), H. Black (Secretary General), F. Schorsch (Treasurer), representatives of British, Dutch, European, French, Italian, Japanese, Korean, North American Societies of Tox Path + observers as the past president and a representative of the Latin STP.

There were no questions.

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| <b>13. Report on next year's ESTP/IFSTP congress in Basel, Switzerland 2007</b> | Hans Harleman invited everybody warmly to the upcoming ESTP/IFSTP congress in Basel on September 16-19, 2007. He stated that everything is on track and the first set of flyers was distributed during this congress. Three hundred to 400 participants are expected. The title is "Integration of toxicologic pathology in risk assessment – the key to success". Further topics are "dermatopathology", "-omics" and "alternative approaches for carcinogenesis". |
| <b>14. Financial Report</b>   | The financial report was presented by Barbara Lenz. Her slide presentation is attached as Appendix 2.<br><br>There were no questions.   |
| <b>15. Report of the Auditors</b>   | K. Küttler and J-C. Schaffner reported that the accounts were in "GLP-like order" and praised Barbara Lenz for her extraordinary work. They have checked all balance sheets and confirmed the adequacy of the presentation, which is a true view of the treasury. They recommended acceptance of the accounts. The members accepted the accounts unanimously and approved the activities of the board.  |
| <b>16. Questions and Vote on Changes to the Constitution</b>                    | The following proposed changes to the constitution had been circulated to members by e-mail or normal mail. J Finch explained to the membership the background for these changes, which had been partly presented at the last general assembly in Copenhagen (§7).  |

The changes in §9 are mainly resulting from changes in §7 and are rather a technicality than a true change. J. Finch asked for a vote on the following proposal (changes are highlighted in red italics):

**Old paragraph 7:**

§ 7 Executive Committee

1. The society's executive committee is comprised of a chairman, designated chairman, past chairman, vice chairman, secretary, treasurer, and up to 4 councilors. In the sense of § 26 BGB, the executive committee is represented by the chairman, vice chairman, and secretary. They represent the society in and out of court, whereby two of these three entitled representatives must act jointly. Note: Councilors should be
  - a. an IFSTP councilor,
  - b. a board member of our journal,
  - c. a university professor.
  - d. a member not older than 38 years.
2. The executive committee is elected by the general assembly for a period of two years. Re-election is possible, except for the position of chairman. (The fourth councilor must not be older than 38 years at the time of election or re-election. ) If a member of the executive committee does not complete the term of office, the executive committee chooses a substitute member for the remainder of the term.
3. Members who have not worked full-time in the field of toxicologic pathology for at least 5 years cannot be elected to the executive committee (exception: up to 2 councilors).
4. For a transitional phase of 4 years, beginning in October 2002 for 2 election periods, an additional councilor is to be elected to the executive committee for each of the following 5 countries/regions:
  - a. Great Britain
  - b. France
  - c. The Netherlands
  - d. Sweden, Finland, Denmark, Norway
  - e. Italy

**New paragraph 7:**

§ 7 Executive Committee

1. The society's executive committee is comprised of a chairman, designated chairman, past chairman, vice chairman, secretary, treasurer, *and up to 10 councilors..* In the sense of § 26 BGB, the executive committee is represented by the chairman, vice chairman, and secretary. They represent the society in and out of court, whereby two of these three entitled representatives must act jointly. Note: Councilors should be
  - a. an IFSTP councilor,
  - b. a *councilor for* our journal,
  - c. a university professor,
  - d. *a councilor for the younger generation,*

- e. a councilor for electronic communication,
- f. sister society representatives as detailed in 7.5.

2. *The executive committee may coopt up to four (4) persons to attend committee meetings. These will not generally have a vote unless directed by the chairman.*
3. *Members of the executive committee are elected individually for a period of two years by the membership. The person elected as designated chairman becomes chairman after two years without election, and after a further two years past chairman without election.*  
*In case a designated chairman is not available to become chairman, the chairman is elected directly. If the chairman is not available to become past chairman, that position is not filled.*  
*No person can be elected to become chairman for a second term.*  
*An electronic or mail vote may be organized by the executive committee if there is more than one candidate for a position. If there is only one candidate, he or she must be ratified by the general assembly. If a member of the executive committee does not complete the term of office, the executive committee may choose a substitute member for the remainder of the term, however, the position of the chairman should be substituted by the designated chairman.*
4. *Members who have not worked full-time in the field of toxicologic pathology for at least 5 years cannot be elected to the executive committee (exception: up to 2 councilors).*
5. *Up to five (5) societies (or other established bodies) based in Europe that have similar objectives to those of the ESTP ("sister societies") may be invited to nominate a representative to act as a full ESTP executive committee member provided that:*
  - a. *The sister societies (or other established bodies) that are to be invited to be represented on the ESTP executive committee must be agreed by ESTP members at the Annual General Assembly every two years.*
  - b. *The approved sister societies (or other established bodies) will be invited to nominate their representative who must be an ESTP member.*
  - c. *The annual general assembly will vote to accept or reject the nominee as part of the board member election procedure.*
  - d. *The responsibilities of the sister organization representative is identical to other executive committee members and is therefore to assist the ESTP in the pursuance of its aims and objects.*

*If there is no acceptable candidate from a sister society (or other established body) then a representative may be elected from the ESTP membership in order to liaise with that sister society (or other established body).*

*This is to ensure that the decisions of the ESTP executive committee are made with knowledge of the views, aims and activities of other societies.*

*6. There is no barrier to appointment to the executive committee in terms of race, religion, place of residence/work in Europe, gender or age.*

**Old paragraph 9:**

§ 9 General Assembly

1. An ordinary general assembly should be convened annually by the chairman, with written personal invitations going out 2 months in advance. The agenda determined by the executive committee is to be made known at this time.
2. The annual general assembly has the following tasks:
  - a. Hearing of reports by the executive committee and other committees and granting approval for the work of the executive committee
  - b. Election of the executive committee and other committees
  - c. Passing of the budget for the coming fiscal year
  - d. Setting the amount of membership dues
  - e. Decisions on constitutional amendments or dissolution of the society
  - f. Acceptance of new members
  - g. Decisions on a member's appeal against expulsion by the executive committee
3. An extraordinary general assembly must be convened without delay by the executive committee if required for the society's operations or if at least 20% of the members request such a meeting in writing, giving the purpose and reasons.
4. Minutes are to be kept of the resolutions made by the general assembly, which are to be signed by the assembly leader and the person taking the minutes.

**New paragraph 9:**

§ 9 General Assembly

1. An ordinary general assembly should be convened annually by the chairman, with written personal invitations going out 2 months in advance. The agenda determined by the executive committee is to be made known at this time.
2. The annual general assembly has, *in particular*, the following tasks:
  - a. Hearing of reports by the executive committee and other committees and granting approval for the work of the executive committee.
  - b. Agreeing on which sister societies (or other established bodies) can nominate representatives to the executive committee.*
  - c. Election of the members of the executive committee,*

*respecting the results of the electronic or mail vote and considering the nominations by sister societies (or other established bodies).*

- d. Passing of the budget for the coming fiscal year.
  - e. Setting the amount of membership dues.
  - f. Decisions on constitutional amendments or dissolution of the society.
  - g. Acceptance of new members.
  - h. Decisions on a member's appeal against expulsion by the executive committee.
3. An extraordinary general assembly must be convened without delay by the executive committee if required for the society's operations or if at least 20% of the members request such a meeting in writing, giving the purpose and reasons.
  4. Minutes are to be kept of the resolutions made by the general assembly, which are to be signed by the assembly leader and the person taking the minutes.

There was a question from the membership about the rationale to limit the number of sister societies to five. J. Finch answered that this was principally for practical reasons, since a higher number could hinder the effectiveness of the executive committee. A further reason is the fact, that there were four sister societies nominated in the past, of which one dissolved.

He also stated that §7 (2) serves to formalize a common practice, which had been used by the executive committee since quite some time. In fact, Dr. Eberhard Karbe was and still is regularly active as cooptive member on the executive committee

When this was put to the vote there was one vote against the proposal and all remaining members present supported it.

The resulting constitution is given as Appendix 1.

#### **17. News about RITA/CEPA**

Thomas Nolte gave a short overview of RITA activities in 2005/2006:

In summary he stated that one of the major activities was the INHAND initiative (International Harmonization of Nomenclature and Diagnostic Criteria for Lesions in Rats and Mice). The objective of this initiative is to establish an internationally harmonized and recognized nomenclature of proliferative and non-proliferative lesions in rats and mice. The European (ESTP), North American (STP) and Japanese (JSTP) Societies of Toxicologic Pathology are working jointly on this project. The ESTP is supported in this by the BSTP, SFPT and RITA. A global editorial and steering committee with representatives from the main societies will manage the different organ working groups on non-proliferative and proliferative lesions. The membership of all Societies will be given opportunity to comment and feedback on the manuscripts through the electronical system "goRENI" (global open RENI), which has been chosen as the platform tool to collect the nomenclature and diagnostic criteria. Given the tremendous information on proliferative lesions in mice and rats already collected by the RITA group within the RENI system, a leading role for RITA/ESTP in this part of the initiative was recognized by the partner societies. The members of the steering committee are: Takanori Harad, Takashi Nonoyama, Dai Nakae, Peter Mann, Ronal Herbert, John Vahle, Wolfgang Kaufmann, Ian Pyrah,

Susanne Rittinghausen and Gerd Morawietz.

A further important topic for the RITA group was the European "Contamination of controls"-guideline. In response to that, studies submitted for the database will be considered valid only if no relevant contamination by the test compound can be ensured. The respective information will be collected also retrospectively for all studies from 2000 onwards.

A first study of transgenic mice has been submitted to the database.

Status of the database:

No. of studies: 188

No. of animals: 19,000

No. of primary tumors: 26,000

No of pre-neoplastic lesions: 24,000

Future RITA meetings are planned for:

- November 26-28, 2006
- January 21-23, 2007
- March 11-13, 2007
- June 24-26, 2007
- September 9-11, 2007
- November 18-20, 2007

The microscopic panel session are public, but registration for this is required (please contact [rita.panel@item.fraunhofer.de](mailto:rita.panel@item.fraunhofer.de)).

The new chair of the CEPA group is Elke Persohn.

There were no questions.

**18. New Members**

Wolfgang Kaufmann presented the list of new applicants. They were accepted into the Society without objection.

1. Rudolf Müller
2. Tamara Bleier
3. Rainer Ernst
4. Gabriele Schmitz
5. Gabor Freiherr von Bolcschazy
6. Hetty van den Brink-Knol
7. Frieke Kuper
8. Cecile Sobry
9. Susanne Löfgren
10. Nigel Roome
11. Aurelia Herbet
12. Katrin Gutberlet
13. Pierluigi Fant
14. George A. Parker
15. Noel Downes
16. Abraham Nyska
17. Silvia Guionaud
18. Marie-Claude Fouque
19. Imad Ibrahim Al-Sultan
20. Imar Emad Ibrahim
21. Hugh E. Black

19. ***Election of Councilors and Executive Committee*** John Finch proposed that Eberhard Karbe takes the membership through the elections. This was agreed without objection. Each of the following recommendations of the Board were proposed one by one and approved as stated (except the Chairman and Past Chairman):

Chairman	John Finch – automatically by constitution
Designated Chairman	Ingrid Sjörgen – unanimously approved
Past Chairman	Wolfgang Kaufmann – automatically by constitution
Vice Chairman	Ursula Junker-Walker – vast majority approved (1 abstention)
Secretary	Annette Romeike – vast majority approved (1 abstention)
Treasurer	Matthias Rinke – vast majority approved (1 abstention)
IFSTP Councilor	Catherine George - vast majority approved (1 abstention)
Councilor for our Journal	Jan Klapwijk - vast majority approved (1 abstention)
University Professor	Wolfgang Drommer - vast majority approved (1 abstention)
Councilor for Younger Generation	Jenny Mackay - vast majority approved (1 abstention)
Councilor for Electronic Communication	Gerd Morawietz – vast majority approved

Barbara Lenz was thanked for her excellent contribution as Treasurer:

20. ***Election of sister societies or other bodies represented on the Executive Committee*** The following societies were nominated as sister societies and unanimously accepted by the membership:

- British Society of Toxicologic Pathology
- Dutch society of Toxicologic Pathology
- French Society of Toxicologic Pathology
- Italian Society of Toxicologic Pathology

21. ***Proposal/Nomination of representatives for sister societies/other bodies*** The executive committee proposed that current sister society representatives stay on the committee. However, the BSTP does not nominate a representative and the Italian society is unable to find a representative due to its small size. Thus, no representatives will be nominated for the latter two sister societies.

Furthermore, Eberhard Karbe stated that the executive committee decided to co-opt a representative of the RITA group as constant full participant at Board meetings (Susanne Rittinghausen) with vote on any matter agreed by the chair. The membership unanimously agreed with this decision.

22. ***Election/Ratification of Representatives*** The formerly proposed representatives were unanimously accepted by the membership.

- SFPT (French STP): Dominique Cahard
- Dutch Society of Toxicologic Pathology: Bob Thoolen

**23. Election of Auditors**

Karin Küttler wishes to retire as Auditor. Sibylle Gröters was proposed to replace K. Küttler. J.-C. Schaffner and S. Gröters were unanimously accepted by the membership.

**24. Any other business**

Eberhard Karbe highlighted the ESTP Seminar “**Classic Examples of Toxicologic Pathology**”, which will take place on **February 23/24<sup>th</sup>, 2007** in **Hannover, Germany**. It will be the 14<sup>th</sup> seminar of this kind and many interesting topics are on the agenda. A paper copy of the program is at the members’ disposal at the exit of the congress hall or at the Solution office desk.

Wolfgang Kaufmann reported about the idea to create a “**Case seminar committee**” in order to proactively collect cases in advance of upcoming congresses. In the past, this task was left to the local organizing/scientific committee and turned out to be difficult. Sibylle Gröters volunteers to lead such a committee. He asked the membership to actively provide cases and contact the “Case seminar committee” if they find potential cases to be presented. The membership welcomed this initiative by applause.

Annette Romeike  
Secretary, ESTP

John Finch,  
Chairman, ESTP

## **Constitution of the European Society of Toxicologic Pathology e.V.**

**Version resulting from decisions made during membership meeting on 27 September 2006 at La Grande Motte, France**

### § 1 Name and Location

1. The name of the society is the “European Society of Toxicologic Pathology e.V.” and it is recorded in the register of societies.
2. The society is located in Wuppertal, Germany.

### § 2 Purpose

1. The main goal of the society is to protect man against harmful effects that may result from the intended use of active ingredients or additives, or which may be due to toxins at the workplace or in the environment.
2. The society aims at supporting the scientific interests of toxicologic pathology, to aid in the research of spontaneous and toxic changes which manifest themselves morphologically, and to further promote the importance of toxicologic pathology as an independent, specialized area. Correspondingly, the following tasks are envisioned:
  - a. Providing an organization for persons working in this field especially in Europe and include them in the society.
  - b. Supporting toxicologic pathology, i.e. that branch of pathology that is involved with morphologically determinable changes, especially those caused to the organism by chemical substances.
  - c. Compiling and organizing elaborated principles and methods for detecting changes due to toxic substances, as well as determining suitable evaluation criteria and obtaining their general recognition.
  - d. Supporting young scientists in the field of toxicological pathology, particularly by holding training courses and seminars, as well as achieving recognition of toxicologic pathologists as representatives of an independent, specialized area.
  - e. Encouraging an exchange of ideas and experience by setting up working groups and holding annual conferences and slide seminars.
  - f. Establishing relationships with similar organizations, exchanging experiences with them, as well as maintaining relationships with associated disciplines.
  - g. Having English as the usual language for the Society's meetings.

### § 3 Non-profit Status

The goals of the society are solely and directly non-profit, as described in the section Tax-Privileged Purposes (“Steuerbegünstigte Zwecke”) in the German tax code. The society acts altruistically; it is not primarily geared to making a profit. The society's funds may only be used for purposes permitted under its constitution and members may not receive any payments from them. No one may be favored by payments that are foreign to the goals of the society or by unusually high remunerations. Scientific results obtained by the society are to be made available to the public.

#### § 4 Fiscal Year

The fiscal year of the society is the calendar year.

#### § 5 Membership

1. Any individual or corporate body under private or public law may become a member who is a university graduate and works, or has worked, full-time in the field of toxicologic pathology. An individual or corporate body under private or public law may also become a member who is a university graduate and does not work full-time in the field of toxicologic pathology, but cooperates intensively with it.
2. The written membership application addressed to the chairman is to be accompanied by letters of reference from 2 members.
3. New members are approved by the annual general assembly on the recommendation of the executive committee.
4. Applications for membership from persons who are already member of a sister society in Europe do not need to be accompanied by letters of recommendation for a transitional period until December 31, 2006. These applications will be decided by the executive committee and the new members will be introduced to the membership in the following general assembly.
5. Sponsoring members can be accepted by the executive committee.
6. Honorary membership may be bestowed upon individuals who have rendered outstanding services to the society by the annual general assembly on the recommendation of the executive committee.
7. Membership is terminated
  - a. when a member dies,
  - b. by a written note of resignation, addressed to a member of the executive committee; this is only possible at the end of the calendar year with 3 months notice,
  - c. by expulsion from the society,
  - d. after three years non-payment of membership fees.
8. A member who has committed a serious offence against the interests of the society can be expelled from the society by a resolution of the executive committee. Before expulsion, the relevant member should have a personal or written hearing. The decision for expulsion is to be justified in writing and mailed to the member by registered mail with recorded delivery slip. The expelled member may address a written appeal to the executive committee within the period of one month after receiving the registered mail. The appeal will be decided upon by the annual general assembly. If the right of appeal is not exercised within the given deadline, the expulsion is binding.

#### § 6 Organs

The society has the following organs:

- a. the executive committee,
- b. one or more committees,
- c. the general assembly.

## § 7 Executive Committee

1. The society's executive committee is comprised of a chairman, designated chairman, past chairman, vice chairman, secretary, treasurer, and up to 10 councilors. In the sense of § 26 BGB, the executive committee is represented by the chairman, vice chairman, and secretary. They represent the society in and out of court, whereby two of these three entitled representatives must act jointly. Note: Councilors should be
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  - c. a university professor,
  - d. a councilor for the younger generation,
  - e. a councilor for electronic communication,
  - f. sister society representatives as detailed in 7.5.
2. The executive committee may coopt up to four (4) persons to attend committee meetings. These will not generally have a vote unless directed by the chairman.
3. Members of the executive committee are elected individually for a period of two years by the membership. The person elected as designated chairman becomes chairman after two years without election, and after a further two years past chairman without election. In case a designated chairman is not available to become chairman, the chairman is elected directly. If the chairman is not available to become past chairman, that position is not filled. No person can be elected to become chairman for a second term. An electronic or mail vote may be organized by the executive committee if there is more than one candidate for a position. If there is only one candidate, he or she must be ratified by the general assembly. If a member of the executive committee does not complete the term of office, the executive committee may choose a substitute member for the remainder of the term, however, the position of the chairman should be substituted by the designated chairman.
4. Members who have not worked full-time in the field of toxicologic pathology for at least 5 years cannot be elected to the executive committee (exception: up to 2 councilors).
5. Up to five (5) societies (or other established bodies) based in Europe that have similar objectives to those of the ESTP ("sister societies") may be invited to nominate a representative to act as a full ESTP executive committee member provided that:
  - a. The sister societies (or other established bodies) that are to be invited to be represented on the ESTP executive committee must be agreed by ESTP members at the Annual General Assembly every two years.
  - b. The approved sister societies (or other established bodies) will be invited to nominate their representative who must be an ESTP member.
  - c. The annual general assembly will vote to accept or reject the nominee as part of the board member election procedure.
  - d. The responsibilities of the sister organization representative is identical to other executive committee members and is therefore to assist the ESTP in the pursuance of its aims and objects.

If there is no acceptable candidate from a sister society (or other established body) then a representative may be elected from the ESTP membership in order to liaise with that sister society (or other established body).

This is to ensure that the decisions of the ESTP executive committee are made with knowledge of the views, aims and activities of other societies.

6. There is no barrier to appointment to the executive committee in terms of race, religion, place of residence/work in Europe, gender or age.

## § 8 Committees

One or more committees are appointed by the Executive Committee to prepare training seminars. Other committees may be appointed as needed. If a committee member does not complete the term of office, the committee chooses a substitute member with the approval of the executive committee.

## § 9 General Assembly

1. An ordinary general assembly should be convened annually by the chairman, with written personal invitations going out 2 months in advance. The agenda determined by the executive committee is to be made known at this time.
2. The annual general assembly has, in particular, the following tasks:
  - a. Hearing of reports by the executive committee and other committees and granting approval for the work of the executive committee.
  - b. Agreeing on which sister societies (or other established bodies) can nominate representatives to the executive committee.
  - c. Election of the members of the executive committee, respecting the results of the electronic or mail vote and considering the nominations by sister societies (or other established bodies).
  - d. Passing of the budget for the coming fiscal year.
  - e. Setting the amount of membership dues.
  - f. Decisions on constitutional amendments or dissolution of the society.
  - g. Acceptance of new members.
  - h. Decisions on a member's appeal against expulsion by the executive committee.
3. An extraordinary general assembly must be convened without delay by the executive committee if required for the society's operations or if at least 20% of the members request such a meeting in writing, giving the purpose and reasons.
4. Minutes are to be kept of the resolutions made by the general assembly, which are to be signed by the assembly leader and the person taking the minutes.

## § 10 Membership Fees

Membership fees are due annually on January 1<sup>st</sup> for the coming year. The amount due is decided by the general assembly.

## § 11 The society is a member of the "International Federation of Societies of Toxicologic Pathologists".

## § 12 Constitutional Amendments, Dissolution of the Society, and Accrual of Society Property

1. Constitutional amendments require a two-thirds majority of members present.
2. A decision to dissolve the society requires a three-fourths majority of members present, with a number of votes in excess of half of the number of all registered members.
3. Requests for constitutional amendments must be made early enough to be included in the agenda sent out in due time with the invitation. In the case of the society's dissolution, the executive committee can call for a written ballot, which will be decided by a simple majority.

4. If the society is dissolved or the original purpose ceases to apply, its property is to be given to the European Society of Veterinary Pathology, which must use it exclusively and directly for non-profit purposes.

In comparison to the constitution of the inaugural assembly in Frankfurt on November 28, 1986, this version of the constitution contains amendments passed by the ordinary general assemblies in Hannover on December 10, 1988, in Berlin on October 31, 1992 and in Munich on September 8, 2001.

The resolutions of the general assembly of September 8, 2001, to introduce English as the language of the society, to expand its activities Europe-wide, and to change the name of the society to the "European Society of Toxicologic Pathology", have not yet been incorporated into the constitution at that time for juridical reasons; they were not expressly mentioned in the official invitation-agenda. These constitutional amendments were approved at the annual membership meeting in Giessen on October 11, 2002.

Additional constitutional amendments were approved on September 25, 2003 in Hamburg with regard to the Europeanization of the society.

Changes to Sections 5 and 8 regarding retired members, expulsion of members from the Society and appointment of committees were approved on September 30, 2004 in Lindau, Germany.

Changes to Sections 7 and 9 regarding the executive committee and the general assembly were approved on Sept 27, 2006 in "La Grande Motte", France.

## Treasurer's report 2005

### Balance January 1, 2005

Commerzbank Lörrach	EUR 6.151,25
Postbank Basel	<u>CHF 15.229,02 (≈ EUR 9.518*)</u>
<b>Total</b>	<b>EUR 15.669,25</b>

### Balance December 31, 2005

Commerzbank Lörrach	EUR 12.799,71
Postbank Basel	<u>CHF 16.325,96 (≈ EUR 10.204*)</u>
<b>Total</b>	<b>EUR 23.003,71</b>

⇒ **Balance for the year 2005 = + EUR 7.334,46**

\* exchange rate Sept. 2006

## Treasurer's report 2005

### Breakdown of the income\*

Membership fees	EUR	10.425
Job advertisements ESTP homepage	EUR	2.608
CD sale	EUR	1.711
Seminars (Copenhagen not included)	EUR	3.127
Sponsoring	EUR	4.000
Interest	EUR	8
	<hr/>	
	EUR	21.809

### Breakdown of the expenditures\*

Journal	EUR	10.943
IFSTP dues	EUR	945
Seminars (Copenhagen not included)	EUR	2.407
Small additional expenditures	EUR	28
Bank charges	EUR	<u>322</u>
	EUR	14.645

\*rounded to EURO

## Treasurer's report 2005

### Seminars/congresses 2005

Classical examples in Toxicologic Pathology XII + EUR 441

Income	Expenditures
EUR 2.848	EUR 2.407

Congress in Copenhagen + EUR 13.708

Income	Expenditures
EUR 102.004	EUR 88.296

## Treasurer's report 2006

### Balance August 31, 2006

Commerzbank Lörrach	EUR 12.799,71
Postbank Basel	<u>CHF 16.325,96 (≈ EUR 10.204*)</u>
Total	EUR 23.003,71

### Balance August 31, 2005

Commerzbank Lörrach	EUR 16.765,15
Postbank Basel	<u>CHF 16.325,96 (≈ EUR 10.204*)</u>
Total	EUR 26.969,15

\*exchange rate Sept. 2006

## Treasurer's report 2006

### Breakdown of the income until August 31, 2006\*

Membership fees	EUR	3.655
CD sale	EUR	1.015
<u>Seminars/congresses (Grand Motte not incl.)</u>	<u>EUR</u>	<u>2.340</u>
	EUR	7.010

### Breakdown of the expenditures until August 31, 2006\*

Journal	EUR	1.509
IFSTP dues	EUR	1.079
Seminars/congresses	EUR	1.264
<u>Bank charges</u>	<u>EUR</u>	<u>131</u>
	EUR	3.983

\*rounded to EURO

## Budget for 2007

### Breakdown of the income\*

Membership fees	EUR	17.000
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\*CD sale, Job advertisements ESTP homepage, estimate not possible

### Breakdown of the expenditures

Journal	EUR	11.000
IFSTP dues	EUR	1.100
Home Page 2004-2007	EUR	5.000
<u>Bank charges</u>	<u>EUR</u>	<u>320</u>
	EUR	17.420