



AUSTRALIAN SOCIETY FOR BIOCHEMISTRY AND MOLECULAR BIOLOGY INCORPORATED

Constitution and By-Laws

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Constitution and By-Laws

CONSTITUTION

1 Name

- 1.1 The name of the Society shall be the "Australian Society for Biochemistry and Molecular Biology Incorporated" (hereinafter called the "Society").

2 Object

- 2.1 The object of the Society shall be the advancement of the science and profession of both biochemistry and molecular biology by the maintenance of standards in the practice, research, and teaching of these sciences by:

- (1) promoting, supporting and facilitating research,
- (2) facilitating the dissemination of information relating to research and teaching among professional biochemists and molecular biologists and students of these sciences by means of publications, by conducting conferences, seminars and lectures at local, national and international levels, and by facilitating interaction between Australian and international biochemists and molecular biologists,
- (3) advising appropriate government, industrial and educational bodies on matters relating to research and teaching in biochemistry and molecular biology, and
- (4) informing and promoting among the Australian community an appreciation of the roles of biochemistry and molecular biology, not only in the maintenance and improvement of living standards in both the Australian and international communities through its research contributions to agricultural, chemical, food, medical and pharmaceutical sciences, but also by enhancing the economy of the Australian nation through research initiatives and the development of innovative technology.
- (5) the actual undertaking of research for the benefit of Australia, by advancing our knowledge of biochemistry and molecular biology, and understanding how defects in these areas can lead, for example, to disease. This may take the form of presenting novel data at workshops and / or the publishing of novel data generated by members of the Society.

3 Membership

- 3.1 There shall be three classes of members of the Society - *Ordinary*, *Honorary*, and *Sustaining*.
- 3.2 All persons interested in biochemistry or molecular biology shall be eligible for *Ordinary Membership* of the Society. A person shall be an *Ordinary Member* upon payment of an annual subscription as

is determined from time to time by an Annual General Meeting and specified in Appendix II of the By-Laws.

There shall be three additional, special classes of *Ordinary Membership*.

- (1) *Student Membership* shall be available to a full- or part-time student enrolled in an undergraduate or postgraduate course (BSc, MSc or PhD, or a Diploma). The *Student Member* must provide certification of his or her student status at the time of payment of his or her subscription fee which shall be at a concessional rate relative to the subscription for an *Ordinary Member* as specified in Appendix II of the By-Laws.
- (2) *Retired Membership* shall be available to an *Ordinary Member* who retires from a biochemical or related career or who has a temporary career interruption. The subscription rate shall be at a concessional rate specified in Appendix II of the By-Laws. A *Complimentary Retired Membership* is available to continuous members of 30 years or more who retire.
- (3) *Membership with overseas status* shall be available to an *Ordinary Member* who will reside outside Australia for a period of at least 12 months. The current fees for members with overseas status are listed in Appendix II of the By-Laws.

3.3 Distinguished biochemists who have rendered notable service to the Society shall be eligible for *Honorary Membership* of the Society. Candidates for election must be nominated by Council and be elected by a majority of members voting at an Annual General Meeting of the Society. *Honorary Membership* shall be tenable for the lifetime of the Member.

3.4 *Sustaining Membership* of the Society shall be open to any interested organization upon payment of an annual subscription as is specified in Appendix II of the By-Laws.

3.5 The privileges of Sustaining Members shall be -

- (1) to be listed in publications distributed within the Society,
- (2) to designate one representative to act on its behalf as an individual member of the Society for the purposes of voting and exercising other privileges, and
- (3) to exhibit its products at meetings of the Society upon conditions to be determined by the Council.

4 Officers

4.1 The Officers of the Society shall be the President, the Secretary, and the Treasurer.

4.2 The office of President shall, upon the retirement of the previous President, be assumed by the person who occupies the office of President-elect. The President shall hold office for two years, at the expiration of which the President shall retire and be Past-President for one year.

4.3 The position of President-elect shall be filled by election to take effect one year before the due date for the retirement of the President.

4.4 The Secretary and Treasurer shall hold that office for one year and shall be eligible for re-election for four, but not more than four, succeeding years.

5 Council

- 5.1 The Society shall have a Council consisting of -
- (1) the Officers,
 - (2) the Past-President or the President-elect, depending on which of those positions is for the time being occupied,
 - (3) the Editor,
 - (4) the representative to the FAOBMB,
 - (5) the Secretary for Sustaining Members
 - (6) the Education Representative, and
 - (7) seven additional members, known as "State Representatives", who will be the respective representatives of the States and the Australian Capital Territory.
- 5.2 Those members of Council referred to in Clauses 5.1 (1), (2) and (3) shall constitute the Executive Committee of the Council and are empowered to assist Council in the conduct of the business of the Society as prescribed in the By-Laws [section 4(b)].
- 5.3 Subject to this Constitution and to decisions of the Annual General Meeting, the Council shall be responsible for the conduct of the business of the Society and shall have power -
- (1) to make, amend and repeal By-Laws, and
 - (2) to co-opt as temporary members of the Council such members of the Society, not exceeding three, as the Council deems fit.
- 5.4 Any By-Law made, amended, or repealed by the Council pursuant to Clause 5.3 (1) shall be tabled at the following Annual General Meeting of the Society.
- 5.5 State Representatives and the Education Representative shall hold office for one year and shall be eligible for re-election for two, but not more than two, succeeding years. The Editor and the Secretary for Sustaining Members shall hold office for one year but shall be eligible for re-election for any number of succeeding years.
- 5.6 The Officers and other members of the Council shall all serve in an honorary capacity.
- 5.7 The quorum for a meeting of the Council shall be seven members of the Council.

6 Public Officer

- 6.1 The Council shall appoint a person who is resident in the Australian Capital Territory to be Public Officer of the Society for the purposes of the Associations Incorporation Ordinance.
- 6.2 The Public Officer shall vacate this office -
- (a) when no longer resident in the Australian Capital Territory, or
 - (b) is removed from office by resolution of Council.
- 6.3 If for any reason the office of Public Officer shall become vacant the Council shall, within fourteen (14) days after it becomes vacant, appoint another person qualified as aforesaid to fill that vacancy.

6.4 The Public Officer shall comply with the Associations Incorporation Regulations of the Associations Incorporation Regulations Act of the Australian Capital Territory.

7 Elections

7.1 The term of office of the Officers and Council shall be from 1 January to 31 December.

7.2 Nominations for all positions shall be called through the Australian Biochemist for at **least 3 months** before the Annual General Meeting and the closing date for receipt of nominations and the closing date for receipt of nominations from members shall be 14 days preceding the Annual General Meeting and from the Council the day prior to the Annual General Meeting.

7.3 Elections for offices with more than one nomination will be held at the Annual General Meeting. All members will be notified of any elections and members not attending the Annual General Meeting may submit a proxy form available from the Secretary.

7.4 An Officer or other member of the Council (other than the Editor and the Secretary for Sustaining Members) who ceases to hold an office or position shall not, except as expressly provided in this Constitution, be eligible for re-election to that office until the expiration of five years after ceasing to hold the office or position.

7.5 In the event of a casual vacancy (other than a vacancy in the office of President-elect), the Council shall appoint a member of the Society as an Officer or other member of the Council to fill the vacancy. The appointee shall serve for the remainder of the term of the office or position and during that time shall assume the full privileges and responsibilities of the office or position. If the vacancy is in the office of President, the Council shall appoint the Past-President or the President-elect, as the case may be, and the appointee shall hold office until the next annual elections whereupon the office shall be filled by election or by the assumption of office by the President-elect, as the case may require; in either event, the Past-President last holding office shall continue in that office for a further year after filling the office of President.

8 Local Committees

8.1 The members of the Society resident in a state or in the Australian Capital Territory may form a Local Committee for the purpose of organizing local conferences or meetings or the Annual Conference of the Society in that state or territory, respectively.

8.2 The relevant State Representative shall, *ex officio*, be chairman of the Local Committee and the Local Committee shall comprise the Chairman and such other members as are elected annually by and from the members of the Society in that state or territory.

8.3 A Local Conference Organizing Committee shall be entitled to receive from the funds of the Society such amounts as the Council from time to time allocates. The Committee shall maintain proper records of the receipt and expenditure of the monies so allocated and shall account for the monies according to the directions of the Council.

9 Finance and Property

- 9.1 The Treasurer shall be responsible for, and shall keep proper accounts of, all monies due to or payable by the Society. At least once in each financial year of the Society, the accounts of the Society shall be examined by the Auditor. The Auditor shall certify as to the correctness of the accounts.
- 9.2 If a casual vacancy of the office of the Auditor of the Society (a person who is not a member or the Public Officer of the Society) occurs the Council may appoint a person as the Auditor.
- 9.3 Cheques and Electronic Funds Transfer transactions of the Society shall be signed by any two of: the President, the Treasurer, the Secretary, and one other member of the Society approved by Council.
- 9.4 (1) The income and property of the Society, however derived, shall be applied solely towards the promotion of the objects and purposes of the Society and no portion thereof shall be paid or transferred directly or indirectly, by dividend, bonus or otherwise, to any member of the Society.
- (2) The Society shall not pay to any person who is a member of the Council any remuneration or other benefit in money or monies worth (other than repayment of out-of-pocket expenses).
- (3) Nothing in the foregoing provisions of this rule prevents the payment in good faith to a servant or any member of the Society of -
- (a) honoraria associated with a Prize or Award of the Society,
 - (b) remuneration in return for services actually rendered to the Society by the Servant or Member or for goods supplied to the Society by the Servant or Member in the ordinary course of business,
 - (c) interest at current bank overdraft rate on money lent, or
 - (d) a reasonable and proper sum by way of rent for premises let to the Society by the Servant or Member.
- 9.5 Members shall not be liable to contribute towards payment of the debts and liabilities of the Society upon a winding up or the costs, charges and expenses of such a winding up.
- 9.6 Where gifts of money, property or benefits are received, receipts must be issued which state:
- a) the name of the Society
 - b) the Australian Business Number of the Society
 - c) the fact that the receipt is for a gift; and;
 - d) the value of the gift

10 Annual General Meeting

- 10.1 There shall be an Annual General Meeting of the Society which shall -
- (1) receive a report from the Council on activities occurring since the previous Annual General Meeting,
 - (2) receive an audited statement of income and expenditure and a balance sheet, and
 - (3) conduct other business of the Society.

- 10.2 The business of the Annual General Meeting shall be brought and conducted in accordance with the Rules for the Conduct of the Annual General Meeting set out in the Schedule to this Constitution or with those Rules as amended at any time in accordance with this Constitution.
- 10.3 Subject to the preceding paragraph 10.2, the Annual General Meeting shall have the power to adopt, amend, and repeal By-Laws for the regulation of the affairs of the Society.
- 10.4 The quorum for the Annual General Meeting shall be **20** members of the Society and all questions shall be decided by a simple majority of members present and voting, except in the case of proposed changes to the Constitution, where votes communicated by email to the Secretary of the Society will also be included in the vote count. Email votes on Constitutional amendments must reach the Secretary at least **24 hours** before the AGM.

11 Dissolution and Winding up

- 11.1 The Society shall not be wound up or dissolved except in accordance with Part 7 of the Associations Incorporation Act 1991.
- 11.2 The Society shall, upon the passing of a special resolution by a majority of at least three-quarters of members attending a general meeting to the effect that the Society be dissolved, petition the court for an order that the Society be wound up or dissolved.
- 11.3 Subject to Section 92 of the Associations Incorporation Act 1991, the surplus property of the Society shall, upon a winding up or dissolution, be distributed in accordance with a special resolution, complying with the requirements of paragraph 11.4, passed by a majority of at least three-quarters of members of the Society.
- 11.4 If upon winding up or dissolution of the Society there remains after satisfaction of all its debts and liabilities any property whatsoever, that same shall not be paid to or distributed amongst the members of the Society, but shall be given or transferred to some other organization or organisations having objects similar to those of this Society and which prohibits the distribution of its or their income and property amongst its or their members.

12 Amendment

- 12.1 This Constitution, including the Rules for the Conduct of the Annual General Meeting set out in the Schedule, may be amended by a special resolution at a General Meeting of the Society provided that not less than **21 days' notice including an agenda** of the General Meeting is given, that the proposed amendment has been circulated to members three months prior to the meeting and the resolution is passed by a three-quarters majority of the members present and voting at the General Meeting.

SCHEDULE

RULES FOR THE CONDUCT OF THE ANNUAL GENERAL MEETING

- 1 The Council shall prepare an Agenda for the Annual General Meeting and shall cause to be placed on the Agenda -
 - (a) those matters required by the Constitution,
 - (b) those recommendations of the Council for discussion and decision by the meeting, and
 - (c) any motion properly proposed and seconded provided that the motion is received by the Secretary at **least three calendar months** before the meeting.

- 2 The Secretary shall pre-circulate to each member of the Society a copy of the Agenda to which shall be attached or in which shall be incorporated -
 - (a) a statement prepared by the Council to support each of its recommendations,
 - (b) a statement prepared by the proposer of any motion in support of that motion, and
 - (c) a statement prepared by the Council to comment upon any motion.

- 3 The other motions which may be accepted for consideration by the Annual General Meeting other than those prescribed in Section 1 above shall be those which are recommendations to the Council. Any such motion approved by the Annual General Meeting as a recommendation to council shall appear as a motion on the Agenda for the following Annual General Meeting unless it has been implemented by Council. However, members shall be free to raise any matter for general discussion.

BY-LAWS

1 Membership

- (a) *Current fee schedule:* The current fees for members are listed in Appendix II. The annual subscription for Ordinary and Sustaining Members will be adjusted annually to the nearest dollar cumulatively to reflect the previous year's official Australian inflation rate.
- (b) *Student members:* An Ordinary Member, who is enrolled full- or part-time for a BSc, MSc, or PhD degree, or for a Diploma, shall be eligible for a reduced membership fee as listed in Appendix II for a Student Member. Eligibility for this student concession on membership fee requires certification by the student at the time of payment of the fee. In addition, any student undertaking any higher degree by research shall be eligible for free student membership in the first year of their degree, provided that their main supervisor is an ASBMB member, and that they only receive one free year of membership under this category during their career.
- (c) *Retired members:* An ordinary member who retires from a biochemical or similar career is eligible for a reduced membership as listed in Appendix II for a Retired Member.
- (d) *Membership with overseas status* shall be available to an Ordinary Member who will reside outside Australia for a period of at least 12 months. Evidence of overseas domicile will be required. The membership fee will be 50% of the pre-GST component of that specified for Ordinary Members in Appendix II of the By-Laws. Members with overseas status will be eligible for Medals and Awards of the Society (subject to them meeting the conditions of individual Medals and Awards).
- (e) *Unfinancial members:* Fees fall due on 1 July each year. Members who become unfinancial will be removed from the mailing list by 1 September each year and will not be considered for Society medals, awards, Fellowships, or offices until they rejoin the Society. They will be requested to pay non-member's registration at the Society's Annual Conferences.

2 Annual Scientific Conferences

- (a) *Attendance of non-members:* Registrants who are not members of the Society will be required to pay a non-member's fee equivalent to the member's registration fee plus at least 100% of the annual subscription. Any overseas visitor who is a member of a biochemical society in his or her own country will be admitted to Annual Conferences of the Society upon payment of the ordinary member's registration fee.
- (b) *Secretarial assistance:* It is customary for secretarial assistance to be used for the organisation of Annual Conferences of the Society.
- (c) *Meeting format:* Council reserves the right to determine the format of the Annual Conferences.
- (d) *Exhibitors:* The exhibition fee is arranged between the Secretary for Sustaining Members and the local organising committee and must be approved by Council.
- (e) *Late registration fee:* A late registration fee will be charged but may be waived in special individual cases.
- (f) *Registration fee for retired members:* Retired members will be entitled to register at one-half of the ordinary member's registration fee.
- (g) *Postgraduate student poster awards:* Up to six awards (see Appendix II) will be made for the best posters presented by Student Members of the Society at each Annual Conference.

The conditions for eligibility are as follows -

- (i) that the Student Membership Subscription and Student Member Conference Registration Fee have been paid no later than the time, at which the Abstract is submitted,
- (ii) that the student is the presenting author, and
- (iii) that the student's research supervisor or head of department has certified, on the student's Conference Registration Form, that (a) the student is now or will be enrolled for a degree at the deadline for submission for abstracts and (b) that most of the data presented are the student's own work.

Council reserves the right to make the final decision on eligibility.

The Council shall appoint a committee for judging the Student Poster Competition. Selection for an award will be based on the quality and presentation of the results.

3 Annual Medals, Awards, and Fellowships of the Society

The Society reserves the right not to make an Award if a suitable candidate cannot be found.

- (a) *Lemberg Medal*: The Lemberg Medal is awarded annually to a distinguished biochemist or molecular biologist, normally resident in Australia, based on work carried out predominantly within Australia. The work should reflect the sustained productivity of the nominee as part of contributions to the field. Nominees must be members of the Society with at least 5 years of continuous membership immediately prior to the nomination. The medallist will present his or her work at the Lemberg Lecture plenary session at the Annual Conference of the Society and shall be given special listing in the Program. Names of previous lecturers are to be published on the Society website. The medallist will receive complimentary registration for the Annual Conference of the Society. The medallist will receive a medal and an honorarium provided by ASBMB. To promote further dissemination of this research work, ASBMB will provide a travel allowance to the Lemberg medallist to encourage support for ASBMB sponsored activities in other states for a period of up to one year following the award presentation at the Annual Conference of the Society.
- (b) *Named Research Medal*: The Named Research Medal is awarded annually to a biochemist or molecular biologist normally resident in Australia in recognition of distinguished contributions to the field of biochemistry and molecular biology, based on work carried out predominantly within Australia. Nominees must be members of the Society with at least 2 years of continuous membership immediately prior to the nomination and with no more than 15 years since the award of the PhD degree (or equivalent taking any career disruption into account). The medallist will present his or her work at the Named Research Lecture plenary session at the Annual Conference of the Society and shall be given special listing in the Program. Names of previous lecturers are to be published on the Society website. The medallist will receive complimentary registration for the Annual Conference of the Society. The medallist will receive a medal and an honorarium provided through the courtesy of the named sponsor.
- (c) *Named Discovery Science Award*: The Named Discovery Science Award is awarded annually to a biochemist or molecular biologist normally resident in Australia for distinguished contributions to the field of biochemistry or molecular biology, based on work carried out predominantly within Australia. The nominee should demonstrate involvement in research innovation, technology transfer, and communication. Nominees must be members of the Society with at least 2 years of continuous membership immediately prior to the nomination. The awardee will be presented with the award at the Annual Conference of the Society and shall be given special listing in the Program. Names of previous awardees are to be

published on the Society website. The recipient is encouraged to support ASBMB sponsored activities in other states for a period of up to one year following the award presentation at the Annual Conference of the Society. The recipient will (i) receive complimentary registration and present his or her work in a symposium at the Annual Conference of the Society and ii) receive an honorarium provided through the courtesy of the named sponsor. The awardee shall provide a report to the Editor on the conference(s) attended and the centres visited, for publication in the *Australian Biochemist*. CURRENTLY NOT AVAILABLE

- (d) *Named Edman ECR Award*: The Named Edman ECR Award is awarded annually to a biochemist or molecular biologist with no more than 7 years postdoctoral experience since the award of the PhD degree (or equivalent taking any career disruption into account) and normally resident in Australia, in recognition of outstanding work in an area of biochemistry or molecular biology. Applicants must be members of the Society with at least 2 years of membership immediately prior to the application or should have taken out a 3 year membership in the year of the application. The award provides funds to assist the recipient to attend an overseas conference in a field associated with biochemistry or molecular biology or to visit briefly a research laboratory in Australia or elsewhere to access specialised equipment or to learn new research techniques. The recipient will (i) receive complimentary registration and (ii) receive an honorarium towards travel expenses provided through the courtesy of the named sponsor. The recipient is expected to present his or her work in a symposium at the Annual Conference of the Society. The recipient shall provide the Editor with a report of the overseas conference attended or the work accomplished, for publication in the *Australian Biochemist*.
- (e) *Boomerang Award*: The Boomerang Award is awarded annually to an expatriate Australian biochemist or molecular biologist awarded their PhD **not more than 10 years** prior to the closing date (or equivalent taking any career disruption into account), to provide an opportunity to return to Australia to present their work in a symposium at the Annual Conference of the Society and to give seminars in universities or research institutes. This will also provide the awardee with exposure in Australia and will facilitate interactions with local researchers. Applicants must have been a member of a recognised Australian scientific society (not necessarily ASBMB) for at least 2 years in any continuous period or should have taken out a 3 year membership in the year of the application. The awardee will receive complimentary registration for the Annual Conference of the Society. The contribution to travel expenses is provided by ASBMB. The awardee shall provide a report to the Editor on the conference(s) attended and the centres visited, for publication in the *Australian Biochemist*.
- (f) *ASBMB Fellowships*: Approximately four ASBMB Fellowships are awarded annually to biochemists or molecular biologists, each of whom is at least in the second year of PhD training and not more than 2 years subsequent to the award of the PhD degree (or equivalent taking any career disruption into account), and normally resident in Australia, in recognition of their outstanding work in the field of biochemistry or molecular biology. Applicants should have been a member for a year prior to nomination or should have taken out a 3 year membership in the year of the application. The fellowships provide funds to assist each recipient to attend an overseas conference in a field associated with biochemistry or molecular biology or to visit briefly research laboratories in Australia or overseas to learn new research techniques. Each recipient will receive complimentary registration (Collins Bursary) for the Annual Conference of the Society, thus wherever possible, fellowship recipients shall attend the Annual Conference of the Society where their fellowship will be awarded. Each recipient shall provide the Editor with a report of the overseas conference attended or the work accomplished, for publication in the *Australian Biochemist*. Funding for the fellowships is provided by ASBMB. In each year one such ASBMB Fellowship, designated the Fred Collins Award, may be granted for exceptionally strong research work by an applicant.
- (g) *Named Education Award*: The Named Education Award is awarded annually to a biochemist or molecular biologist, in recognition of outstanding contributions to education in biochemistry or molecular biology in Australia, with a special focus on innovation and creativity.

Applicants must be members of the Society with at least 2 years of continuous membership immediately prior to the nomination or should have taken out a 3 year membership in the year of the application. The award provides funds to assist the recipient to participate in an international conference with a significant focus on education, or to spend a period of time at another institution (in Australia or elsewhere) for the purposes of undertaking developments in education in biochemistry and molecular biology. The recipient will (i) receive complimentary registration, and (ii) an honorarium provided through the courtesy of the named sponsor. The recipient is expected to present his or her work in the Education Symposium or other suitable forum at the Annual Conference of the Society. The recipient shall provide the Editor with a report of the conference attended or the work accomplished, for publication in the *Australian Biochemist*.

- (h) *Bioplatforms Australia Award* The Bioplatforms Australia Award is awarded to a biochemist or molecular biologist with no more than 7 years postdoctoral experience (or equivalent taking any career disruption into account) working in the field of genomics, transcriptomics, proteomics, metabolomics or relevant bioinformatics. The award is based on recognition of outstanding research and the potential to carry out independent research. Preference is given to those setting up an independent laboratory for the first time. The Award provides \$10,000 worth of access to the services provided by nodes of Bioplatforms Australia. Applicants must have been members of the Society for at least 12 months before the year in which the Award application is to be considered or should have taken out a 3 year membership in the year of the application. The awardee shall provide a report to the Editor outlining the work accomplished through this award for publication in the *Australian Biochemist*. CURRENTLY NOT AVAILABLE
- (i) *ASBMB Merit Awards*. Student Merit Awards will be awarded each year to support attendance at the ComBio/ASBMB conference. A maximum of 6 awards will be awarded. A maximum of 1 award for SA, WA, Tas and 2 awards for Vic, NSW, Qld will be awarded. Awards will not be given to students from the city in which the conference is to be held that year. Applicants must be enrolled in a postgraduate degree programme in the year their application is made and must have been an ASBMB member for a year prior to application or should have taken out a 3 year membership in the year of the application. The applicant's supervisor must be an ASBMB member. The award will cover the cost of registration for attendance at the ComBio/ASBMB conference. State Representatives will work with the Secretary to determine which candidates are to be awarded. Successful applicants are ineligible to reapply in subsequent years. Online abstract submission and registration is required by the applicant prior to application. Applications should be informed of the outcome one month after applications close.
- (j) *Nominations and Applications*
- (i) *General*: The Secretary shall call for nominations for all Society medals, awards, and fellowships (hereinafter termed "Awards") by email and with an announcement in the appropriate issue of the *Australian Biochemist* each year. Nominations and applications will be accepted by the Secretary at any time after this call, up until the deadline for nominations, usually 31st October. The voting system described in Appendix I of these By-Laws will be used for all Awards. Nominees or applicants become ineligible if they do not meet the conditions of the Award, have meanwhile received the Award, or allow their membership to lapse (except where membership is not a criteria). The Secretary shall advise each successful nominee or applicant (and their proposers or supporters) of his or her success, also notifying them of the requirements of the relevant Award as set out in clause 3(a-h) of these By-Laws. Where relevant, the Secretary for Sustaining Members shall advise sponsors of the names of the successful candidate for their sponsored award and include with such notification a short description of the work for which the Award was given.
- (ii) *Lemberg Medal, Named Research Medal and Named Discovery Science Award*: Nominations, on official nomination forms available on the Society's web page or from the Secretary, must include the full name and address of the applicant, a citation of not more than 2 pages, the

names and addresses of two proposers each of whom has been a member of the Society for at least the previous 2 years, plus other information as set out on the form. A complete list of publications is required to be attached to the nomination form. The Awards shall be determined by Council assisted by the Awards Committee of Council as described in clause 3(k) of these By-Laws. New nominations will be acknowledged and the proposers advised of the Annual Conferences for which presentation of the award to the nominee will be considered. Except for the Named Research Medal, nominees will be considered for presentation of the award for a period not exceeding three consecutive Annual Conferences. Nominees (or their proposers) are encouraged to update the list of publications during each of the 2 years following their initial nomination.

(iii) *The Named Edman ECR Award and ASBMB Fellowships*: Applications, on official application forms available on the Society's web page or from the Secretary, must include the full name and address of the candidate and the names and addresses of two supporters of the application each of whom has been a member of the Society for at least the previous 2 years, a statement of current research activities and justification for the proposed use of the Award or Fellowship plus other information as set out on the form. A complete list of publications is required to be attached to the application form. The Fellowships shall be determined by Council assisted by the Awards Committee of Council as described in clause 3(k) of these By-Laws.

(iv) *Boomerang Award*: Applications, on official application forms available on the Society's web page or from the Secretary, must include the full name and address of the candidate and the names and addresses of two professional supporters of the application, a statement of current research activities and justification for the proposed use of the Award plus other information as set out on the form. A complete list of publications is required to be attached to the application form. The award shall be determined by Council assisted by the Awards Committee of Council as described in clause 3(k) of these By-Laws.

(v) *Named Education Award*: Applications, on official application forms available on the Society's web page or from the Secretary, must include the full name and address of the applicant and the names and addresses of three supporters of the application at least two of whom has been a member of the Society for at least the previous 2 years, a statement addressing designated selection criteria including a statement of purpose for which the Award is sought, plus other information as set out on the form. A complete list of publications is required to be attached to the application form. Each of the three supporters is requested on the application form to provide a confidential reference for the applicant directly to the Secretary. The Award will be determined by Council assisted by the Awards Committee of Council as described in clause 3(k) of these By-Laws.

(vi) *Bioplatforms Australia Award*: Applications, on official application forms available on the Society's web page or from the Secretary, must include the full name and address of the candidate and the names and addresses of two supporters of the application at least one of whom has been a member of the Society for at least the previous 2 years. Applicants must have been members of the Society for at least 12 months before the year in which the application is to be considered. Applicants for the Bioplatforms Australia Award should have been awarded their PhD **not more than 7 years ago**, and preference will be given to those who are setting up an independent laboratory for the first time. An electronic copy of the applicant's highest degree certificate must be part of this application. The application should contain a statement of current research activities and a description of the proposed use of the Award, plus other information as set out on the form. A complete list of publications is required to be attached to the application form. The Awards shall be determined by Council assisted by the Awards Committee of Council as described in clause 3(k) of these By-Laws.

(k) *Awards Committee of Council*

- (i) The Awards Committee shall be a Sub-Committee of Council and be composed of the President with either the Past-President or President-Elect, depending on which of those positions is for the time being occupied, and three members of the Society nominated and elected by Council for their distinguished contributions to biochemistry and molecular biology. The Secretary of the Society shall be a non-voting member of the Awards Committee.
- (ii) The President of the Society shall be the Chair of the Awards Committee.
- (iii) The Awards Committee shall periodically review the structure and terms of reference of the awards.
- (iv) The Awards Committee shall ensure that sufficient and appropriate nominations are received from the membership of the Society.
- (v) The Awards Committee after consultation shall recommend, for Council's approval, the recipients of the awards and fellowships. These recommendations shall, if necessary, be the outcome of a ballot as prescribed in Appendix I of these By-Laws.
- (vi) The Awards Committee, when required, may co-opt up to two members of the Society to act as non-voting members of the Awards Committee to advise the Committee in specialised areas of biochemistry and molecular biology.
- (vii) The term of office of each of the three non-Executive members of the Awards Committee shall be up to four years in a staggered rotation.
- (viii) In situations where there have been major changes in membership of the Awards Committee, e.g. in case of premature resignations, the staggered rotation of non-Executive members should be maintained by appointing them, in the first instance, for a term of one, two or three years.

4 Council Officials and Affairs

- (a) The Secretary of the Society is empowered to call a meeting of the Council provided that he or she has consulted with the President and gives Council members at least two weeks notice of such a meeting.

If necessary, reasonable travelling expenses of Council members attending Council Meetings shall be paid, including the Meeting associated with the Annual Conference, in which latter case, 50% of the reasonable travelling expenses will be paid. Reimbursement for one night's accommodation for the evening prior to the Meeting shall be paid where it is necessary to enable a member to attend the Council Meeting in a timely manner.

The Agenda and Minutes of all Council Meetings are sent to all Council members and to Society officials (e.g., the FAOBMB delegate, the Archivist, the Returning Officer, the Chairperson of the National Committee for Biomedical Sciences of the Australian Academy of Science, the Public Officer) if they are not members of Council.

- (b) The Executive Committee is empowered by Council to formulate policies and proposals for consideration of Council and to make executive decisions on behalf of Council, in the day-to-day operation of the affairs of the Society but subject to the conditions specified in sub-clauses (iii) to (vi) below.

- (i) The Executive Committee is comprised of the President, Secretary, Treasurer, Editor and the Past-President or President-Elect, depending on which of these two positions is for the time being occupied. The Chairman of the Local Organising Committee of the next Annual Conference may also be invited to attend as a non-voting member of the Committee.

- (ii) The Secretary of the Society is empowered to call meetings of the Executive Committee provided that he or she has consulted with the President and given members of the Executive at least two weeks notice of such meetings.

- (iii) The Executive Committee may exercise any power or function permitted to the Council by the Constitution except the following -

(1) any power or function specifically denied to the Executive Committee by the Council, or

(2) the power of Council to make, alter and repeal By-Laws.

- (iv) The Executive Committee shall circulate Minutes of its Meetings to all Council Members before the following meeting of Council.

- (v) When acting in the absence of any specific or formal delegation by the Council of its powers or functions, the Executive Committee shall not commit the Society to expenditure above the maximum amount as specified in Appendix II.

- (vi) Any delegation of powers or functions of Council to the Executive Committee may be revoked by Council and shall not derogate from the power of Council to act in any matter itself.

- (vii) A decision made by members of the Executive Committee is not an effective decision of the Committee unless all members of the Executive Committee concur in that decision.

- (c) *Appointments:* The Council of the Society will nominate -

- (i) its preference for a representative on the National Committee for Biomedical Sciences of the Australian Academy of Science,

- (ii) a delegate to the Council of FAOBMB,
 - (iii) an Archivist, who will normally be the person in charge of the National Office of the Society, and
 - (iv) a Returning Officer.
 - (v) The Society's Scrutineer shall be the Secretary as prescribed in Appendix I.
- (d) *Documents:* Documents relating to the business of the Society are lodged for safekeeping at the National Office of the Society. Persons wishing to read these shall first obtain written permission from any two of the President, Secretary, or Treasurer.
- (e) *Social function:* Council will not accept any preferential treatment at any social functions organised by Sustaining Members.
- (f) *Officers' expenses:* An allowance, as specified in Appendix II, will be available to each President, Secretary, and Treasurer for *out of pocket entertainment* expenses incurred on behalf of the Society.
- (g) In the event of an extended absence of the President, he or she will nominate either the Past-President or the President-Elect to replace him or her.

5 Overseas visitors

- (a) Selection of overseas visitors to be official guest lecturers at the Annual Conference will be the responsibility of the Local Conference Organising Committee for that Conference.
- (b) *Allowances for official overseas guest lecturers :* Visitors will be offered a fixed sum agreed on from time to time by Council, on the recommendation of the Chairperson of the Local Conference Organising Committee. Except as provided in clause 5(e) of these By-Laws, visitors will not travel to centres outside the venue of the Annual Conference on funds provided by Council. Such travel costs will normally be met by the host institution and may be supported by the State branch.
- (c) *Allowances for overseas visitors other than official guest lecturers:* In addition to payments to the Official Overseas Guest Lectures, a specified amount per calendar year can be spent by Council on support for overseas biochemists and molecular biologists who are visiting Australia, with a specified maximum per person (see Appendix II).
- (d) *Overseas visitors :* The responsibility for overseas visitors to the Annual Conference lies primarily with the Chairperson of the Local Conference Organising Committee. Individual visitors will be assigned a Contact Person who will correspond with the visitor on behalf of the Society and make local arrangements, including accommodation. The Contact Person will also act as co-ordinator for members wishing an overseas speaker to visit a centre away from the venue of the Annual Conference.
- (e) *Visits by official guest lecturers to other states:* Upon request, Council can provide a specified sum, available nationwide, to support the fares of the Society's overseas Guest Lecturers to visit other states and territories to present lectures. It is envisaged that State Representatives, after successfully negotiating for funds with Council, will arrange the visit with the Overseas Guest Lecturer through the appropriate Contact Person.

6 Specialist Meetings/Workshops

- (a) State Branches and Special Interest Groups of the Society may consider requests for financial support of activities that will advance the science and profession of biochemistry and molecular biology from groups that are actively involved with the science and profession of biochemistry and molecular biology.
- (b) State Branch Representatives may authorise sponsorship to a limit of \$500 per Conference/Specialist Meetings/Workshops and, on referral to the Executive, this could be increased to a maximum of \$1000 per conference/event. In addition, if the State Branch Representative has a conflict of interest, authorisation of conference funding should be referred to the Executive.
- (c) All recipients of support for Conference/Specialist Meetings/Workshops must provide a report to Council within 3 months of the event. This report, possibly in an expanded form together with photographs or other illustrative material from the event, should be provided to the Editor for consideration for publication in the *Australian Biochemist*.

7 Society Affiliations

Federation of Asian and Oceanian Biochemists and Molecular Biologists (FAOBMB): The Society is a member of FAOBMB. An annual subscription is paid by the Society (see Appendix II).

Science and Technology Australia (STA): The Society is a member of Science and Technology Australia. An annual subscription is paid by the Society (see Appendix II).

The Australian Society for Medical Research (ASMR) : The Society is an Affiliate Member of ASMR. An annual subscription is paid by the Society (see Appendix II).

International Union for Biochemistry and Molecular Biology (IUBMB). An annual subscription is paid by the Academy of Science (see Appendix II).

8 Magazine

The Society shall publish, at least three times per year, a periodical to be known as the *Australian Biochemist*. The *Australian Biochemist* is distributed to all members in Australia and overseas via the ASBMB website.

The *Australian Biochemist* is an electronic magazine that contains articles and news items of interest to members of the Society, including those of a scientific, educational, and informational nature.

Notices to members may be published in the *Australian Biochemist* as specified in these By-Laws, but for other notices and information electronic mail distributions may be used.

9 Affairs of State Branches

- (a) *Finance*: At the beginning of each calendar year the Treasurer will provide sums of money to bring the accounts of the State Branches to specified amounts (see Appendix II). State Representatives will provide the Treasurer with a financial statement for the previous calendar year by the end of March so that these transfers can be arranged.

State Representatives may also apply to Council for grants to augment State Branch funds to assist, for instance, in the organisation of scientific meetings for purposes such as travel grants for interstate speakers. Requests for such grants, which must not exceed the annual State allocation, should be sent to the Treasurer with a full statement setting out the reasons for the application. Such applications from each State branch will be considered only in alternate years.

State branches shall operate an interest-bearing, current account in the name of the Society's State Branch. Cheques drawn on the account shall be signed by the State Representative and one other financial member of the Society. A record of monies received and spent will be kept by the State Representative in a Branch Cash Book. Financial records of State branches should be retained in State branch files for at least five years.

(b) Duties of State Representatives

- (i) *General:* State Representatives are required to further the interests of biochemistry and molecular biology in their own State or Territory. Duties include:
- a. Promoting new student and ordinary ASBMB membership in their state
 - b. Providing a link between state activities and council, for the purpose of information flow
 - c. Providing a report to each Council meeting on state activities, including financial summaries
 - d. Providing an annual report on state activities for publication in the Australian Biochemist
 - e. Encouraging nominations for the society's medals, awards and fellowships.
 - f. Acting as the principal coordinator of ASBMB activities in the state
 - g. Maintaining and populating a list of institutional representatives from within the state
 - h. Fostering interaction between ASBMB members in different state institutions via liaison with ASBMB Institutional Representatives
 - i. Disseminating information on national ASBMB-sponsored events and other relevant activities in their state
 - j. Liaising with relevant Special Interest Group convenors to promote joint activities, including requests for additional society financial support (refer By-Laws 6 and 9a)
 - k. Promoting student biochemistry and molecular biology groups (see also By-Law 12)
 - l. Promoting activities of interest to the wider state membership. Such activities may include, but are not limited to:
 - i. Specialist scientific symposia and workshops
 - ii. Student symposia
 - m. Sponsoring University undergraduate student awards in biochemistry and molecular biology
 - n. Supporting local high school activities in science (refer By-Law 9(d))
 - o. Where applicable, and in consultation with the Council and National office, coordinating the establishment of a local conference organising committee and conference venue for an upcoming ComBio/ASBMB conference.
- (ii) *Succession planning:* Towards the end of a three year term of office, the State Representative, with assistance from the Secretary, is required to initiate a process to call for applications for nomination and election of a successor.
- (iii) *Overseas Visitors:* The State Representative will assist Contact Persons [see Clauses 5(d) and 5(e) of these By-Laws] in their negotiations with Council on behalf of Overseas Visitors.
- (iii) *Primary and Secondary School Science Competitions :* Each State Representative is encouraged to allocate a proportion of their state funds for prizes in the biochemistry section of science competitions open to all local students of high school age or less.

10 The Rudi Lemberg Travelling Fellowship

The regulations of this Fellowship, administered by the Council of the Academy of Science on the recommendation of a Lemberg Travelling Fellowship Committee, require that this Committee shall include two members nominated by the Australian Society for Biochemistry and Molecular Biology.

The Society has determined that its nominees shall be the President with either the Past-President or the President-Elect, depending on which of those positions is for the time being occupied. The name of the successful candidate for this Fellowship shall be published each year in the *Australian Biochemist*.

11 Financial Year

This shall be from 1 July to 30 June.

12 Student Biochemical and Molecular Biological Groups

In keeping with the object of the Society (clause 2.1 of the Constitution), Council wishes to encourage new membership from the Undergraduate and Honours students. The Society thus encourages the formation of Student Biochemical and Molecular Biological Groups as affiliated sections of the Society. These sections should operate through State Representatives and each section becomes a special member of the Society at the annual rate of one Ordinary Member's fee. State representatives should keep a list of section members and implement means by which information of the Society's activities are circulated.

13 Special Interest Groups

The guidelines governing the establishment and administration of Special Interest Groups shall be as follows.

- (a) Special Interest Groups (also referred to as Groups below) must have an adequate field of interest and activity. As far as possible, the titles of the Groups shall be broad enough to allow accommodation of likely growth points in biochemistry and molecular biology.
- (b) The affiliation of each Group will be reviewed by the Executive Committee every three years, beginning from the date of initial affiliation, or following an extended period of inactivity.
- (c) A Group may have national, state, or regional organisation and focus, and shall have a designated Leader (who may also be referred to as Chair or Coordinator) together with other Office Bearers as the leadership team, and members.
- (d) The Leaders and Office Bearers of a Special Interest Group, as well as any Group member sponsored by the Group to participate in an Annual Conference of the Society (including ComBio) shall be members of the Australian Society for Biochemistry and Molecular Biology, or must become members no later than the meeting of Council held in association with the next Annual General Meeting of the Society. The Leader of each Group, or an appropriate delegate, will be responsible for the submission of an annual report to the Council of the Society, as set out in clause (h).
- (e) Requests for the affiliation of a Group shall be made in writing to the Secretary of the Australian Society for Biochemistry and Molecular Biology and shall incorporate a statement of purpose of the specialist Group, its proposed form of organisation and method of operation. The statement should be signed by two or more members of the Australian Society for Biochemistry and Molecular Biology who are included amongst the Leader and Office Bearers of the proposed affiliate Group.
- (f) Special Interest Groups will be autonomous and will be financially independent of the Society.
- (g) A Special Interest Group -
 - (1) cannot contract debts in the name of the Australian Society for Biochemistry and Molecular Biology,
 - (2) cannot hold itself out as the Australian Society for Biochemistry and Molecular Biology, and
 - (3) cannot act as an agent of the Australian Society for Biochemistry and Molecular Biology unless expressly authorised in writing.

- (h) Each Group must submit the following to the Secretary of the Australian Society for Biochemistry and Molecular Biology for consideration at the Council meeting held in conjunction with the Annual General Meeting:
- (1) an activities summary,
 - (2) a financial statement,
 - (3) the names, addresses, phone contact numbers and email addresses of its Leader and Office Bearers.
- (i) Groups shall provide information about their activities (including dates of meetings, reports of conferences) to the Society's Editor for publication in the *Australian Biochemist*.
- (j) Groups shall display the expression "Affiliated with the Australian Society for Biochemistry and Molecular Biology" prominently on their publications and notices.
- (k) If requested, Groups shall include the Society's membership application forms and information concerning the Society's Annual Conference in written or electronic communication to the Group's members.
- (l) Council will consider the relevant documentation provided under clause (h) and provided the Group's activities are deemed by Council to be appropriate to the intended purposes of the Society, the Treasurer will compute the funds due as specified in clause (m) and will make payment to that Group.
(see Appendix II).
- (m) Funding support for activities or events of existing Groups will be at a specified rate (Appendix II) per Group member, for this purpose only members of the Australian Society for Biochemistry and Molecular Biology being recognised, such membership being determined on 1 July of each year based on the Annual Membership Forms. Each new Group will receive a start-up allocation to be determined by Council after consideration of the Statement of Purpose and other information as required in clause (e).
- (n) Groups with membership located primarily within one state will be eligible to apply for additional funds held by or available to that State's Representative of the Australian Society for Biochemistry and Molecular Biology as prescribed in Clause 9(b) of these By-Laws. Groups with primarily a national membership are eligible to apply to Council for funds equivalent to those available to each individual State under Clause 9(a) of these By-Laws.
- (o) Groups will be eligible to apply for financial support from the Society according to the guidelines established in Clause 6 of these By-Laws for the support of Specialist Meetings/Workshops.
- (p) Groups will be encouraged to engender interdisciplinary activity, to contribute to the organisation of the Annual Conference of the Australian Society for Biochemistry and Molecular Biology and to initiate proposals for joint Society conferences.
- (q) In the event a Special Interest Group fails to furnish for three successive years an Annual Report to Council as set out in clause (h) above, the Secretary will contact all members of the Society explaining the situation and calling for nominations for a new Leader and inviting revival of the Group according to clause (e) above. In the event that no Leader is forthcoming or the activities of the Group following review under clause (b) and the Statement of Purpose and other information as required under clause (e) are deemed by Council as unsatisfactory, the Secretary shall inform all members of the Society that the Group is to be declared no longer a Special Interest Group of the Australian Society for Biochemistry and Molecular Biology.

14 Electronic communication

- (a) The Society shall maintain a webpage for free and open internet access on which information about the Society, reports and events are displayed.
- (b) Council shall appoint one or more members of the Society to be responsible for the maintenance and development of the webpage, one or more of whom may be co-opted onto Council subject to the provisions of the Constitution 5.3 clause (2).

In this Constitution and By-Laws the words "writing", "mail" or "post", or grammatical variants thereof, shall be interpreted as being inclusive of physical dispatch of either hard copy letters and documents or electronic messages and files of documents including those sent by email or facsimile transmission. In this context, simply placing a message or electronic file on a webpage is by itself insufficient.

APPENDIX I

The Voting System for the Society's Medals and Awards

Wherever possible, the Awards Committee (or a majority thereof) shall consult in person (preferably face-to-face, but not excluding by electronic means such as teleconference or videoconference), and decide on the Society's Medallists and Award Winners by consensus. To accomplish this, each member (whether present at the Awards Committee, or otherwise) shall provide a confidential ranking to the Secretary for all candidates in a particular category of Award or Fellowship, where the numeral "1" is allocated to the best candidate and so on. Every effort shall be made to rank each candidate uniquely, but where a judge ranks two or more candidates of equal merit (e.g., where "n" candidates are ranked "x"), then the next-best ranked candidate(s) will be awarded a rank of "x+n" rather than "x+1"). The arithmetic sum of the rankings is computed for each candidate by the Secretary, and the candidate with the lowest mark is declared the winner, subject to agreement by all members of the Awards Committee present at the meeting (taking into account the expressly stated views of any member who cannot be present in person). Where two candidates have an identical score, the winner is chosen by consensus of the members of the Awards Committee present at the meeting. In the event that a majority of the Awards Committee is unable to meet in person, or if the members of the Awards Committee present at the meeting are unable to agree on the winner of a particular Medal, Award, or Fellowship, the relevant Preferential Voting System described below would be then applied.

Where a member of the Awards Committee or any other committee appointed by Council to judge particular Awards of the Society has a conflict of interest (Col) in judging a particular candidate, that member shall (i) declare such Col to the chair and secretary of the committee and (ii) shall not judge that candidate. In any award category where a Col exists, the arithmetic sum of the rankings computed for each candidate is divided by the number of judges who ranked that candidate to produce an average ranking, which is then used to determine the winner as outlined above. Col situations require careful re-examination by non-conflicted members of the committee to ensure that the rankings given by the conflicted judge to other candidates, which may be numerically lower than otherwise, have not unduly affected the final outcome.

Details of the Awards/Medallist Nomination Scoring

1. The secretary distributes the nominations/applications to the Medallist/Awards and provides a score sheet. Committee assembles a spreadsheet with the votes compiled.
2. Scores received from the awards committee are compiled and are averaged (ie sum of scores/number of committee members).
3. The ranks provided are also assembled. An average of the rank is calculated (sum of ranks/number of committee members).
4. Using this system the candidate who receives the top score and is ranked top is the successful candidate. Should the top scoring candidate not be ranked top then the top two candidates on rank and score are noted. The committee is then called upon to make a decision on who should be nominated as the top candidate.
5. The Medallist/Awards committee comprises the President, the Past President or President Elect (which ever is in service), and three other members (usually past Lemberg awardees who serve for 3 years on the committee). Should one of the other members be unavailable an additional Executive member will be asked to fill in for that year.

APPENDIX II

CURRENT SCHEDULE OF FEES AND MONETARY VALUES

Details of the Appendix II maybe changed without ratification at the AGM but must be agreed upon by Council.

1 July 2021 - 30 June 2022

Membership fees [clause 1(a)]: Ordinary Members: \$140.00 (3 yr - \$335.00), Student Members: \$45.00 (3 yr - 107), Sustaining Members: \$423.00 (3 yr - \$1015.00), Retired Members: \$59.00 (3 yr - \$145.00), Member with Overseas Status (MOS): \$65.00 (3 yr - \$157). These fees are inclusive of GST (except for MOS). (NB: Free student membership in the first year of their degree, provided that their main supervisor is an ASBMB member, and that they only receive one free year of membership under this category during their career. A Complimentary Retired Membership is available to continuous members of 30 years or more who retire.)

Post graduate student poster awards [clause 2(h)]: \$300 each.

Honorarium for the Lemberg medallist [clause 3(a)]: \$1500 allowance for approved travel plus registration at the Annual Conference of the Society,.

Honorarium for the Shimadzu Research medallist [clause 3(b)]: \$2,500, plus registration at the Annual Conference of the Society.

Honorarium for The Beckman Coulter Discovery Science Award [clause 3(c)]: \$2,500, plus registration at the Annual Conference of the Society. **NB will not be available from July 2020**

The Eppendorf Edman ECR Award [clause 3(d)]: \$2,500, plus registration at the Annual Conference of the Society.

Boomerang Award [clause 3(e)]: \$2,500, plus registration at the Annual Conference of the Society. The applicant should have an Australian PhD and be not more than 10 year postdoc. **NB will not be available from July 2021**

ASBMB Fellowships [clause 3(f)]: \$2,500 each, plus registration at the Annual Conference of the Society.

Collins Bursaries [clause 3(f)]: registration at the Annual Conference of the Society.

Fred Collins Award [clause 3(f)]: \$1000.

The SDR Education Award [clause 3(g)]: \$2,500, plus registration at the Annual Conference of the Society.

ASBMB Merit Award [clause 3(i)]: Registration at the Annual Conference of the Society (ComBio/ASBMB conference)

Maximum commitment by Executive Committee not empowered by Council [clause 4(b)(v)]: \$7,500.

Officers' expenses [clause 4(f)]: \$40 per annum.

Allowance for overseas visitors other than official guest lecturers [clause 5(c)]: \$1,000 maximum for any one overseas visitor, up to a total of \$3,000 per ASBMB financial year.

Fares for official guest lecturers to visit other states to deliver lectures [clause 5(e)]: \$1,000 maximum for any one official guest lecturer, up to a total of \$3,000 per ASBMB financial year.

Society affiliations [clause 7]: FAOBMB \$US2.40 per Ordinary Member per year; STA \$8.05 per Ordinary Member per year; ASMR \$1.91 per Ordinary Member per year x 50%; International Union for Biochemistry and Molecular Biology (IUBMB) annual subscription USD\$5000 per year.

Allocations to State Branches [clause 9(a)]:

Membership (126+ members) \$6000
Membership (51-125 members) \$4000
Membership (21-50) \$2000
Membership (11-20) \$1000
Membership (1-10 members) \$500

Annual funding for Special Interest Groups [clause 13(m)]: \$1500, plus an additional \$20.00 per annum for each financial member over 50 members in the Group.