

**CONSTITUTION OF THE INTERNATIONAL  
FEDERATION OF OTO-RHINO-LARYNCOLOGY SOCIETIES**

**Title I. NAME - HEADQUARTERS - MEMBERSHIP**

**Article I. NAME**

This organization is known as the International Federation of Oto-Rhino-Laryngological Societies (IFOS).

It is a nonpolitical organization.

Its central office is located in the country of residence of the General Secretary.

**Article II. OBJECTIVES**

- (1) To promote the advancement of otorhinolaryngology (ORL).
- (2) To encourage close international relationships among otorhinolaryngologists and coordination among national and other international ORL organizations.
- (3) To make information available relating to ORL societies and faculties throughout the world.
- (4) To assist the Organizing Committees of the World Congresses of ORL: to review, evaluate and advise.
- (5) To represent ORL interests in other international organizations dedicated to the prevention and control of diseases and disorders related to ORL and to the training of otorhinolaryngologists.
- (6) To identify critical global ORL care needs and communication disorders, to propose ways to prevent and treat individuals with them and to set priorities among these needs according to their impact on society.
- (7) To engage in such other activities as are appropriate to the advancement of international ORL.

**Article III. MEMBERSHIP**

- (1) A member-country is a country represented by one or more member-societies recognized by the General Assembly as representative of organized ORL of that country.
- (2) A member-society is an international ORL society or national ORL society with 10 or more members recognized by the Executive Committee as dealing with any aspects of ORL.

- (3) A member-multinational group represents no more than 125 otorhinolaryngologists of countries with less than 10 otorhinolaryngologists in their national ORL organizations. Such countries should join with similar countries of the region to form a multinational group.
- (4) Applications for membership must be made in writing to the IFOS General Secretary. The application shall then be presented to the Executive Committee for approval.

#### **Article IV. RESPONSIBILITIES**

Each member-country, member-society and member-multinational group agrees to

- (1) Promote knowledge of and take an active interest in the objectives of IFOS.
- (2) Reply to all inquiries from both the General Secretary and Regional Secretaries within the time limits specified by them.
- (3) Keep the Executive Committee and its Regional Secretary informed of any events of interest to IFOS in its country.
- (4) Keep the General Secretary informed of its postal and electronic addresses.

#### **Article V. FUNCTIONAL COMPONENTS OF IFOS**

- (1) General Assembly.
- (2) Executive Committee.
- (3) Nominating Committee.
- (4) World Congress.
- (5) General Secretary.
- (6) Standing Committees.
- (7) Counselor Committees.
- (8) Regional Secretaries.

## **Title II. ORGANIZATION - FUNCTIONS**

### **Article VI. GENERAL ASSEMBLY**

- (1) IFOS is governed by a General Assembly composed of the delegates of the member-countries, international member-societies and member-multinational groups. It acts through an Executive Committee. Alternate delegates may be designated by any member-country, international member-society or member-multinational group.
- (2) Each member-country, international member-society and member-multinational group is entitled to two delegates at each meeting of the General Assembly. In the absence of either delegate or the designated alternate of a member-country, a representative of a member-society may serve as delegate by presentation of evidence that he or she has been entrusted by the member-country so to serve.
- (3) Each member-country, international member-society and member-multinational group is entitled to one vote provided that they have paid all past and current dues three months prior to the World Congress of ORL.
- (4) If neither the delegates or alternative delegates of a member-country, international member-society or member-multinational group can attend the meeting of the General Assembly, the member-country, international member-society or member-multinational group may appoint in writing the delegate or alternative delegate of another member-country, international member-society or member-multinational group to serve as its proxy in voting on all matters coming before the General Assembly at that meeting. The written appointment of the proxy must be delivered to the General Secretary before the Opening Ceremony of that World Congress.
- (5) A simple majority vote (one half of those present or represented by proxy plus one) of those present or represented by proxy at the General Assembly is binding on all matters coming before the General Assembly, except for changes in the Constitution and Regulations of the World Congress of ORL (as indicated in Title V, Art. XXIV(5) of the Constitution).
- (6) The General Assembly holds its meetings at the World Congresses of ORL under the chairpersonship of the President of IFOS.
- (7) It is organized according to generally accepted principles.
- (8) It adopts its own rules of procedure and has authority to form committees and subcommittees as needed to carry out its specific functions.
- (9) It approves the regulations of the World Congress of ORL as proposed by the Executive Committee.

- (10) The first order of business of the General Assembly is to receive the report of the Executive Committee, General Secretary and Standing Committees.

#### **Article VII. FUNCTIONS OF THE GENERAL ASSEMBLY**

- (1) To determine the policy of IFOS.
- (2) To elect three members of the Nominating Committee.
- (3) To elect the President, the Members to Executive Committee and the Counselors.
- (4) To ratify changes in the Constitution or to dissolve IFOS.

#### **Article VIII. EXECUTIVE COMMITTEE**

- (1) The Executive Committee is composed of eighteen voting members of whom at least two must be from each of the following continents or regions: Africa and the Middle East, Central and South America, East Asia, North America, and South and West Asia; at least four from Europe; and at least one from Oceania.

It shall include a representative of Belgium, where IFOS is registered, and a representative of the host country for the next World Congress of ORL. The President, Vice-President and General Secretary serve as Ex-Officio Members of the Executive Committee.

- (2) The President of IFOS or his or her designate presides at all meetings.
- (3) The term of office for the President, the Executive Committee Members, the General Secretary, the Chairpersons of Standing Committees and the Regional Secretaries is four years or until the next World Congress of ORL.
- (4) The President of the World Congress of ORL is elected by the ORL societies of the country chosen to conduct the next Congress.
- (5) No Executive Committee Member may serve for more than two full consecutive terms. The terms of the Members of the Executive Committee will be staggered so that approximately one half of the Executive Committee members from each continent or region will be replaced every four years. In this way, continuity of representation from the continents and regions from one Executive Committee to the next will ordinarily be achieved.
- (6) Counselors, Chairpersons of Standing Committees, Regional Secretaries, representatives of regional federations (e.g., ASIA/OCEANIA, EUFOS, PAFOS and PAN AMERICAN ASSOCIATION OF OTORHINOLARYNGOLOGY-HEAD AND NECK SURGERY) and the chief executive officer of international organizations with reciprocal executive committee membership with IFOS (e.g. Hearing International) may attend meetings of the Executive Committee.

## **Article IX. EXECUTIVE COMMITTEE MEETINGS**

- (1) The Executive Committee shall meet on the day before the opening of and on the last day of the World Congress of ORL. It shall meet at least annually. It shall meet as often as is necessary for the business of the Federation.
- (2) Meetings of the Executive Committee are called at the discretion of the President after due notice to the Executive Committee Members.
- (3) Actions by the Executive Committee at annual and interim meetings must be publicized to all Members of the Executive Committee, with ratification dependent on a postal vote in lieu of a quorum. Actions of the Executive Committee are published in the IFOS Newsletter and ratified at the next General Assembly.
- (4) If an Executive Committee Member cannot attend a meeting of the Executive Committee, he or she may appoint in writing another Executive Committee Member to serve as his or her proxy in voting on all matters coming before the Executive Committee at that meeting. The written appointment of the proxy must be delivered to the General Secretary 24 hours before that meeting.

## **Article X. FUNCTIONS OF THE EXECUTIVE COMMITTEE**

- (1) It is the duty of the Executive Committee to execute resolutions passed by the General Assembly and to take actions designated to further the objectives of IFOS.
- (2) It carries out the policies of IFOS during the interval between General Assembly meetings and approves applications for admission of member-societies and member-multinational groups to IFOS.
- (3) It submits nominations for the President of IFOS and the Counselors. Other candidates may be nominated from the floor at the General Assembly.
- (4) The Executive Committee elected at the General Assembly elects the General Secretary, the Chairperson of each committee, and the Regional Secretaries on the last day of the World Congress of ORL. For such elections, two-thirds of the voting members must be present. Election will be decided by a simple majority, the President, casting a vote only in the event of a tie.
- (5) It deals with questions regarding ORL problems of international importance.
- (6) It prepares the agenda for the meeting of the General Assembly.
- (7) It represents the interests of international ORL in relation to other organizations.

- (8) It should review, criticize and recommend changes it thinks necessary for improvements in the program of the World Congress of ORL.
- (9) It prepares or proposes, for approval by the General Assembly, the Regulations of the World Congress of ORL.
- (10) Upon the advice of the General Secretary, it appoints the members of and organizes the Standing and Counselors Committees to achieve the objectives of IFOS.

#### **Article XI. NOMINATING COMMITTEE**

- (1) The Nominating Committee is composed of five members, three of whom are elected by the General Assembly and two of whom are appointed by the General Secretary.
- (2) The Executive Committee selects the Chairperson from the three elected members.
- (3) The Nominating Committee proposes candidates for Members of the Executive Committee to be elected at the next World Congress of ORL. In order to comply with Art.VIII(5), the General Secretary will advise the Nominating Committee in the case of each continent or region on the number of candidates whose tenure would be limited to one term and the number who could serve two terms.
- (4) The nominations are delivered to the General Secretary six months before the World Congress of ORL and presented to the General Assembly. Additional nominations may be made from the floor.

#### **ARTICLE XII. THE WORLD CONGRESS OF ORL**

- (1) The World Congress is held every four years in a member-country. The site and duration are decided by the General Assembly. Except in particular and exceptional conditions, which must be approved by the General Assembly, the site of the World Congress may not be located twice in the same host-country within thirty years. Inasmuch as is practical, the site should be rotated among the six continents.
- (2) When a member-country introduces its candidacy as host-country, it must prove its capability to conduct a World Congress. Therefore, this member-country shall send to the General Secretary, at least twelve months before the World Congress, complete documentation proving that it is supported by its national ORL organizations and by its Government, more particularly by the Ministries of Education, Health and Tourism. The Site Selection Committee will visit the candidate-country within twelve months of the World Congress, at which it might be elected, to judge its competence to serve as the host-country for the World Congress. The cost of the site visit must be borne by the candidate-country.

- (3) When a member-country is chosen as the site of the World Congress, it must be a member of IFOS. It shall be responsible for the organization of the World Congress in accordance with the Regulations proposed by the Executive Committee and approved by the General Assembly. The Organizing Committee of the World Congress of ORL must consult with IFOS which will review the scientific program as it develops. The Program Advisory Committee will meet with the Organizing Committee of the World Congress at least 24 months before the World Congress. The cost of the visit will be borne by the host-country.
- (4) IFOS has no financial obligations in regard to the World Congress of ORL.

### **Article XIII. COMMITTEES**

1. The following are the Standing Committees
  - Audit
  - Budget
  - Credentials
  - ORL Education
  - Program Advisory Committee
  - Subspecialty Committees:
    - \* Committee Oncology and Head and Neck Surgery
    - \* Committee Rhinology, Allergy and Plastic Facial Surgery
    - \* Committee Laryngology and Broncho Oesophagology
    - \* Committee Otology, Neuro-Otology and Skull Base Surgery
    - \* Committee Phoniatrics and Audiology
    - \* Committee Pediatrics
    - \* Committee Equilibrium
- (2) The following are the Counselors Committees:
  - Awards
  - Constitution and Regulations
  - Site Selection
- (3) The President may appoint or discharge, with the approval of the Executive Committee, ad hoc committees and subcommittees as are necessary to carry out the work of the Federation. Each committee may establish rules of conduct to be approved by the President.
- (4) The charge to each committee will be developed by the General Secretary and approved by the Executive Committee at least every four years.
- (5) Chairpersons and members of the committees will serve no more than three full four-year terms. Appointments will be staggered for purposes of continuity of effort.
- (6) To insure a continuing flow of new ideas, one-third of each committee will be replaced every four years.

- (7) Each Standing Committee shall have a Member of the Executive Committee as a member.

### **TITLE III. OFFICERS - VOTING**

#### **Article XIV. OFFICERS**

- (1) The officers of IFOS are the President, Vice-President, General Secretary, Executive Committee Members, Chairpersons of the Standing Committees, Counselors, and Regional Secretaries.
- (2) The Executive Committee Members are elected by a majority vote of the General Assembly for a term of four years or until the next World Congress.
- (3) Any vacancy occurring among officers, except that of the Vice President, during their term of office, may be filled by a majority vote of the Executive Committee, obtained by postal vote or at its next meeting.
- (4) In the case of a postal vote, the General Secretary will announce the vacancy in a letter sent to the voting members of the Executive Committee, including the President; the Vice-President; and the nonvoting members who are the Chairpersons of Standing Committees, the Counselors and the Regional Secretaries. The letter will request nominations of candidates. These nominations will be sent to the General Secretary within three months. The list of nominees will be sent to each voting Member of the Executive Committee in accordance with Art. VIII(1). The votes must be returned to the General Secretary within sixty days.

#### **Article XV. PRESIDENT**

- (1) The President shall be from any member-country of IFOS, elected by the General Assembly on the recommendation of the Executive Committee. Special consideration may be given to the previous Vice-President in view of his or her direct association with IFOS during the previous four years.
- (2) The President of IFOS with the assistance of the Vice-President presides at all meetings of the General Assembly.  
The succeeding President shall be installed at the end of the meeting of the General Assembly. His or her term of office shall be until the end of the meeting of the General Assembly of the next World Congress.
- (3) The President presides at meetings of the Executive Committee.
- (4) The President shall work very closely with the General Secretary and will implement the Constitution and decisions of the Executive Committee and General Assembly.
- (5) In the event of a tied vote by Members of the Executive Committee, or the General Assembly, the President will cast the deciding vote.

## **Article XVI. VICE-PRESIDENT**

- (1) The Vice-President is elected by the member-country chosen for the next World Congress. The Vice-President serves as the President of the next World Congress.
- (2) The Vice-President assists the President in presiding at all meetings of the General Assembly and in furthering the interests of the Federation. The Vice-President shall act for the President in his or her absence.

## **ARTICLE XVII. GENERAL SECRETARY**

- (1) The General Secretary is elected by the Executive Committee. The General Secretary shall hold office from one World Congress to the next and is eligible for re-election. The General Secretary shall manage the business set forth in Art. X of the Constitution and carry out the execution of the affairs of the Federation as directed by the Executive Committee and the President.
- (2) The General Secretary is responsible for keeping the minutes of the General Assembly and Executive Committee, conducting the correspondence of IFOS and keeping its records up to date.
- (3) The General Secretary collects the money due to the Federation, receives gifts made to the Federation, and keeps proper and necessary books of the incomes and expenses of the Federation.

These books shall be audited yearly by an auditing firm approved by the Executive Committee.

- (4) The General Secretary is an Ex-Officio Member of the Executive Committee, the Constitution and Regulations Committee, the Program Advisory Committee and the Site Selection Committee.
- (5) The term of office of the General Secretary will be determined by the Executive Committee.
- (6) The General Secretary cannot simultaneously hold another office in IFOS.
- (7) The General Secretary receives an honorarium determined by the Executive Committee and paid from IFOS funds.

## **Article XVIII. COUNSELORS**

- (1) Individuals recognized by their previous service to the interests of IFOS may be elected Counselors. This venerable position may be conferred by vote of the General Assembly on the recommendation of the Executive Committee.
- (2) Past-Presidents become IFOS Counselors.

- (3) Counselors are appointed for life.
- (4) Counselors may be appointed to three Counselors Committees: The Committee on Awards; The Constitution and Regulations Committee and the Site Selection Committee.

#### **Article XIX. CHAIRPERSONS OF COMMITTEES**

- (1) The Chairpersons of Standing Committees are nominated by the General Secretary and elected by the Executive Committee.
- (2) The Chairperson of a Standing Committee is responsible for the organization and working of the Committee.

The Chairperson will report on the activities of the Committee to the General Secretary at least annually well in advance of the annual Executive Committee meeting and to the General Assembly during the World Congress.

#### **Article XX. REGIONAL SECRETARIES**

- (1) Six Regional Secretaries will be elected by the Executive Committee: one each for Africa and the Middle East; Central and South America; East Asia and Oceania; Europe; North America and the Caribbean; and South and West Asia.
- (2) Regional Secretaries shall assist the General Secretary, to whom they are responsible, and work in cooperation with the Members of the Executive Committee from their region.
- (3) The Regional Secretary will be eligible for reelection.
- (4) Additional Regional Secretaries may be created by the Executive Committee.

#### **Article XXI. VOTING**

- (1) At the request of one voting member of the General Assembly, or any IFOS officer, a secret vote must be taken. This also applies to postal balloting.
- (2) Procedure for voting in the General Assembly: Art. VI(3, 4 and 5).
- (3) The procedure for voting in the Executive Committee will be decided by a simple majority. For the election of the Chairperson of each Standing Committee, the General Secretary and the Regional Secretaries, two thirds of the voting members must be present: Art. X(4). On other issues a quorum shall consist of ten voting members. Procedure for use of proxy in voting: Art. IX(4).

- (4) Procedure for postal voting: Art. XIV(4).
- (5) In the Executive Committee, voting is limited to the eighteen members elected by the General Assembly. In the event of a tie, the President must cast the deciding vote: Art. XV(5).

#### **Title IV. STAFF - OFFICES - FINANCES**

##### **Article XXII. STAFF**

- (1) The General Secretary is the staff Executive Officer.
- (2) Qualified personnel may be employed by the General Secretary to conduct the operation of IFOS.
- (3) The Regional Secretaries are responsible for the organization of their office, but all financial responsibility must rest with the General Secretary.

##### **Article XXIII. FINANCES**

- (1) The fiscal year of IFOS begins on January 1 and ends on December 31.
- (2) The resources of IFOS originate from:
  - A. The annual dues paid by member-countries, member-societies, and member-multinational groups.
  - B. Subsidies, gifts, and bequests that might be bestowed on IFOS and accepted by the Executive Committee. The contribution from the World Congress of ORL will be 10% of the registration fees and fees collected from exhibitors.
- (3) Dues.
  - A. Each member-country, member-society and member-multinational group shall pay such amount each year as shall be determined by the Executive Committee, after due consideration of the relevant financial condition in that entity.
  - B. The assessment shall be paid in advance, on January 1 of the following year.
  - C. Member-countries, international member-societies and member-multinational groups defaulting such payment may lose their membership at the discretion of the Executive Committee. They will automatically lose the right to vote at any subsequent General Assembly until their assessments are paid.
- (4) General and Financial Reports.

- A. The Executive Committee, with the General Secretary, shall prepare and submit to the General Assembly a report of the General State and Proceedings of IFOS for the period following the preceding meeting of the General Assembly.
  - B. The Executive Committee, with the General Secretary, shall prepare a financial report including a balance sheet for the period between the two General Assemblies and shall submit it to the General Assembly.
- (5) Budget.
- A. The General Secretary, with the approval of the Executive Committee, shall prepare a budget for the four years following a General Assembly. The General Secretary shall submit an annual report of this expenditure to the President. Budgetary forecasts for the succeeding year must be approved by the President and sent to the Executive Committee.
  - B. Following the meeting of the General Assembly, a full report of the activities of the General Assembly and the Executive Committee, and the financial report of the General Secretary, shall be sent to all member-societies.
  - C. The General Secretary shall send to member-societies a summary of the work of his office and other pertinent facts concerning IFOS before April 1 of each year.

## **Title V. REVISION AND DISSOLUTION**

### **Article XXIV. REVISION OF THE CONSTITUTION**

- (1) Revision of the Constitution can be approved only by the General Assembly.
- (2) Three member-countries, international member-societies and member-multinational groups may submit to the General Secretary proposed changes in the Constitution at least six months in advance of a General Assembly meeting.
- (3) Proposed changes in the Constitution are submitted to the Executive Committee by the General Secretary four weeks in advance of any of its meetings. The Executive Committee may also propose changes in the Constitution.
- (4) The proposed changes, with the comments of the Executive Committee, shall be sent to delegates to the General Assembly at least two months before its meetings.
- (5) The proposed changes become effective if approved by two thirds of voting members present and entitled to vote at the meeting of the General Assembly.

### **Article XXV. AMENDMENT OF THE CONSTITUTION**

- (1) Amendments to the articles of the Constitution may be prepared, providing they do not alter the original intent of these articles.
- (2) They must be proposed by one member-country, international member-society or member-multinational group and be sent to the General Secretary three months before the General Assembly meeting. They will be reviewed by the Executive Committee to ensure they do not conflict with the Constitution. They shall then be introduced before the General Assembly for approval by a simple majority.

**Article XXVI. DISSOLUTION**

- (1) When a General Assembly is convened for the purpose of the dissolution of IFOS, a quorum of at least two thirds of the voting members is required. Dissolution requires a two-thirds vote.
- (2) If the quorum does not meet, a postal vote of voting members shall be taken on the question of dissolution and on the distribution of the assets of IFOS in the event of a dissolution.

## **REGULATIONS OF THE WORLD CONGRESS OF OTO-RHINO-LARYNGOLOGY**

### **Article 1.**

In accordance with Art. XII of the IFOS Constitution, the host country of the next World Congress is chosen by the IFOS General Assembly. A simple majority vote of those present at the General Assembly is required: Art. VI(5). If no candidate-country receives a majority of the votes of those present, the runoff ballot will include the three candidate-countries receiving the greatest number of votes.

### **Article 2.**

The President of the next World Congress is chosen by the host member-country. The President is de facto Vice-President of IFOS: Art. XVI(1).

### **Article 3.**

As soon as the President of the World Congress is chosen by the host member-country, the President of the World Congress has to set up the Organizing Committee of the next World Congress. The President and General Secretary of IFOS must be informed immediately of the names of the Organizing Committee by the President of the World Congress, and they in turn must inform the Executive Committee.

### **Article 4.**

The first duty of the Organizing Committee will be to send to the President and General Secretary of IFOS a report that will be transmitted to all the members of the IFOS Executive Committee and which shall include the following:

- A. A list of respective positions to be held by each member of the Organizing Committee.
- B. A report on the technical and material facilities at their disposal for the satisfactory organization of a World Congress: Art. XII(3).

### **Article 5.**

- A. The official languages of the Congress shall be English, French, German, Japanese and Spanish.
- B. The choice of languages for simultaneous translation will be left at the discretion of the Organizing Committee, after due consultation with the IFOS Program Advisory Committee.

## **Article 6.**

The Organizing Committee of the World Congress shall assume the entire financial responsibility for the planning and execution of the World Congress: Art. XII(4).

## **Article 7.**

The Organizing Committee of the World Congress will plan the scientific program of the World Congress.

- A. They will obtain the advice of special selected experts who will be designated as the IFOS Program Advisory Committee.

This Program Advisory Committee will be appointed for each World Congress by the IFOS Executive Committee on the advice of the General Secretary: Art. X(10).

It shall include, ex officio, the President, the General Secretary and the Chairmain of the Subspecialty Committees.

The Program Advisory Committee will meet with the Organizing Committee of the World Congress at least 24 months before the World Congress: (Art. XII(3)). The host-country will determine the site of the meeting and bear the expense of the meeting.

- B. The Organizing Committee shall select topics for the panels and plenary sessions, as described in Art. 8 of these regulations.
- C. In case of controversy, the Program Advisory Committee shall be consulted.
- D. The Organizing Committee will provide program time for the presentation of the reports of the IFOS Standing Committees.
- E. The Organizing Committee will develop instructional courses.

## **Article 8.**

The following organizations and committees are permitted to propose topics and to submit the names of participants for the programs of the World Congress:

- A. National and international member-societies and IFOS Standing Committees are asked to propose topics as well as panel member for these topics; from these, subjects will be selected and panel members named.
- B. The Organizing Committee of the World Congress may also propose subjects and the panel members.

In as much as is practical, each panel should have representatives of the various continents. Likewise program participants should be equitably distributed among member-countries.

**Article 9.**

The free paper sessions will be accessible to any otorhinolaryngologist in the world registered at the World Congress. If an excess of papers appears, the Organizing Committee may make a selection from these free papers.

**Article 10.**

Physical and technical facilities for the General Assembly of IFOS, the meetings of the Executive Committee of IFOS and the Office of the General Secretary of IFOS will be provided by the Organizing Committee during the World Congress.

**Article 11.**

The President and all the members of the IFOS Executive Committee as well as the designated members of the IFOS Program Advisory Committee will be informed of all the decisions taken by the Organizing Committee and will be furnished requested information as promptly as possible.

**Article 12.**

Reimbursement or reduction of travel or congress fees will generally not be proposed or accepted, whomever it may concern, i.e., whether they be committee members, chairpersons of sessions or other individuals.

Financial assistance will be allowed only for a participant who is not an otorhinolaryngologist, e.g., for an invited representative of another discipline or for a guest acting as a technician in a special field. Otorhinolaryngologists, designated for specific extraordinary tasks, may be considered in exceptional circumstances.

**Article 13.**

It is the duty of the Organizing Committee of the World Congress to respect the IFOS Constitution in all its aspects and to live up to the spirit of IFOS as a truly international organization.

**Article 14.**

It is the duty of the IFOS Executive Committee as well as all its members to cooperate and help the Organizing Committee in all ways possible.

**Article 15.**

Modifications of these regulations may only be made on the proposal of the IFOS Executive Committee (Art. X(9)) and the approval of the General Assembly (Art. VI(9)).

Ratified by the General Assembly of the International Federation of  
Oto-Rhino-Laryngological Societies

June 3rd, 2009 in Sao Paulo, Brazil