



INTERNATIONAL COMMITTEE OF MILITARY MEDICINE

REGULATION OF INTERNAL ORDER

THE ORGANISATION AND FUNCTIONS OF THE SCIENTIFIC COUNCIL OF THE ICMM

References:

Statutes of the ICMM, Article 5, 12, 17 (1)(c), 17 (1)(g), 17 (1)(i), 17 (3), 19, 20, 23 (1), 25 (2)(e), 25 (2)(f).

RIO concerning the World Congresses, RIO concerning the Technical Commissions, RIO concerning the Regional Congresses

Vote: General Assembly of the ICMM in Kuala Lumpur, Malaysia (5 October 2009) – first version

General Assembly of the ICMM in Nusa Dua Bali, Indonesia, May 2015 – second version

General Assembly of the ICMM in Brussels, Belgium, September 2022 – third version

These regulations supplement the Statutes of the ICMM, which refer to the Scientific Council.

Preamble

The Scientific Council, under guidance of the Secretary General, is responsible for all scientific and technical actions of the ICMM.

The Scientific Council participates, with its advice and proposals, in the preparation and follow-up of scientific programs for future congresses and other scientific sessions, in the preparation of programs for international courses and in the scientific policy of the ICMM.

It is also responsible for managing the editorial committee of the *International Review of the Armed Forces Medical Services* and is involved in evaluating the content of the ICMM's scientific publications.

1. Composition of the Scientific Council

The Scientific Council includes multiple Technical Commissions, the scientific activities of which it coordinates.

The Scientific Council is made up of:

- the Chair
- the Deputy Chair
- the Chairs of the Technical Commissions
- the Chair of a Thematic Working Group
- the Director of the Centre of Reference of the ICMM for Education on International Humanitarian Law (IHL) and Ethics
- the coordinators of international courses
- the advisers to the Chair of the Scientific Council
- the Director Generals of ICMM congresses currently being prepared
- the Directors of the Scientific Committees of the ICMM congresses currently being prepared

2. Operations of the Scientific Council

2.1 Prerogatives of the various members of the Scientific Council

2.1.1 Chair of the Scientific Council

The terms of appointment of the Chair of the Scientific Council are defined by Articles 19 (3a) and 19 (3b) of the Statutes of the ICMM.

The Chair's prerogatives, defined in Article 19 of the Statutes, are also defined below.

The Chair assists the Secretary General in all activities concerning the advancement of the organisation at the next international and regional congresses, medical days, international courses and seminars, in accordance with the provisions established by the relevant regulations.

The Chair will attend preparatory meetings for world and regional congresses. The Chair liaises with the Director of the Scientific Committee of the congress for the entire congress preparation period.

The Chair will attend all world and regional congresses of the ICMM.

The Chair is ex officio a member of the jury responsible for awarding various scientific prizes at world congresses and is Chair of the jury.

The Chair approves the scientific content and training methods of international courses endorsed by the ICMM. The Chair also monitors the quality of course implementation and ensures that effectiveness of the courses is measured in terms of meeting training objectives, in accordance with the guidelines of the Secretary General.

The Chair has the right to speak at the Commission meeting at the General Assembly.

The Chair is the Editor-in-chief of the *International Review of the Armed Forces Medical Services*.

The Chair has the authority to establish Technical Commissions, with the approval of the Secretary General and of the Committee, meeting at the General Assembly. The Chair monitors and ensures the scientific and technical follow-up on activities of the Thematic Working Groups.

The Chair represents the ICMM at scientific events organised by international organisations with which the ICMM has a signed agreement of cooperation.

The Chair prepares and presents to the Committee, meeting in General Assembly, an activity report of the work and projects of the Scientific Council and the Technical Commissions.

The Chair defines the terms of how scientific prizes are awarded at the ICMM in a specific RIO.

2.1.2 Deputy Chair of the Scientific Council

The terms of appointment of the Deputy Chair of the Scientific Council are defined by Articles 19 (4)(a) and 19 (4)(b) of the Statutes of the ICMM.

The Deputy Chair performs the same functions as assigned to the Chairman of the Scientific Council, assists in the Chair's activities and may represent the Chair in the Chair's absence at any meetings.

The Deputy Chair is the Deputy Editor-in-chief of the *International Review of the Armed Forces Medical Services*.

2.1.3 Chairs of the Technical Commissions

The terms of appointment of the Chairs of the Technical Commissions are defined by Article 20 (2)(a) of the Statutes of the ICMM.

The Chairs of the Technical Commissions maintain contact with:

- the Secretary General regarding administrative and general organisational matters;
- the Chair of the Scientific Council regarding scientific and technical programs and to encourage the publication of articles focusing on their respective discipline in the *International Review of the Armed Forces Medical Services* and contribute expertise to the scientific articles reserved for publication by the Editor-in-chief and the Deputy Editor;
- the representatives of the considered discipline in the armed forces medical services of the member states.

The Chairs of the Technical Commissions are also responsible for liaising with the international civil organisations dealing with the Technical Commission's respective scientific discipline.

They attend the meetings and assemblies of the ICMM in an advisory capacity.

At least three months prior to the meeting of the General Assembly of the ICMM, the Chair of each Technical Commission will provide to the Chair of the Scientific Council a report on the achievements of the commission and an overview of the projects. This report will be part of the report presented at the General Assembly of the ICMM

The prerogatives of the Chairs of the Technical Commissions are defined by Article 20 of the Statutes and are specified by the Regulation of Internal Order (RIO) of the Technical Commissions. Financial aspects are also covered here.

2.1.4 Centre of Reference for Education on IHL and Ethics

In close collaboration with the national delegate representing Switzerland, the Director of the Centre of Reference of the ICMM for Education on International Humanitarian Law and Ethics liaises directly with the Secretary General to determine the general organisation of the Centre of Reference and the terms of its operations, as well as the orientation of the Centre's work in its specific fields.

The Director is assisted by a professional team that implements the educational activities in consultation with the Chair of the Scientific Council.

Together they are responsible for determining the teaching team and the programme and content of the international courses and workshops focusing on these areas.

They also agree on the publications of the Centre of Reference.

2.1.5 Coordinators of international courses

Course coordinators are appointed by the Chair of the Scientific Council on the proposal of the Director of the Armed Forces Medical Services of their country, with the approval of the Secretary General.

They liaise directly with the Chair of the Scientific Council regarding any matters relating to the scientific and technical content of the course, the application of training methods and in respect of the Statutes of the ICMM, particularly in terms of ethics and neutrality. The function of coordinators of international courses is defined in Articles 10 (2)(k), 17 (3) and 19 of the Statutes of the ICMM. Their responsibilities are strategic in nature and only concern practical aspects.

2.1.6 International Course Directors

When a member state organises various ICMM international courses or courses “run under the aegis of the ICMM”, an International Course Director is appointed by the national delegate of the organising country with the aim of organising the work of the course coordinators. In most cases, this will be the Director of the Armed Forces Medical Services of the host country or one of their staff members as designated according to rank and qualifications.

The function of the International Course Directors is defined in Articles 10 (2)(k) of the Statutes of the ICMM. They liaise directly with the Secretary General of the ICMM in all matters relating to strategic decisions in the creation of the course as well as the organisation of the course, including the provision of logistical and administrative support personnel, premises and technical and teaching materials.

The course directors are not members of the Scientific Council.

2.1.7 Chairs of the Thematic Working Groups

The terms of nomination of the Chairs of the Thematic Working Groups are defined by Article 22 of the Statutes of the ICMM.

The mandates for chairs of non-permanent thematic groups are defined by the Secretary General and presented to the General Assembly. The mandates clearly define the objectives of the project and the mission of the Chairs.

The Thematic Working Groups are composed of experts who focus on pre-defined projects centred on specific issues in the military medicine community and not linked to a specific profession (e.g. expertise in the field of CBRN, damage control surgery, military operations in a specific area, etc.)

At least three months prior to the meeting of the General Assembly of the ICMM, the Chair of each Thematic Working Group will provide to the Secretary General and the Chair of the Scientific Council a report on the achievements of the commission and an overview of the projects. This report will be part of the report presented at the General Assembly of the ICMM

The roles and missions of the Chairs of the Thematic Working Groups are defined by Article 22 D of the Statutes and are specified by the Regulation of Internal Order (RIO) concerning the Technical Commissions. Financial aspects are also covered here.

2.1.8 Advisers to the Chair of the Scientific Council

Advisers are selected by the Chair of the Scientific Council, with the approval of the Secretary General, and the national delegate of their respective country for a term that corresponds to the mission they have been assigned. The function of the advisers is defined in Articles 19 (5) of the Statutes of the ICMM.

Advisers are specialists with recognised expertise in a specific field. They are required to provide a scientific or technical service relevant to their specific field of expertise.

Acting as policy officers to the Scientific Council, these advisers perform their role in accordance with the guidelines set by the Chair of the Scientific Council. They submit their positions and findings in writing.

The advisers may be requested to participate in activities of the ICMM such as meetings, congresses or courses. The costs of the respective mission will be agreed upon by the Secretary General and the national delegate.

2.1.9 Director General of a congress

The Director General of a congress is appointed by the Director of the Armed Forces Medical Services of the host country and is responsible for organising the scientific and administrative activities implemented by the congress. This function is detailed in the Statutes (Articles 10 (2)(h), 12 and 17 (1)(i)).

The Director General of a congress liaises directly with the Secretary General of the ICMM in all matters relating to protocol and policy and with the Chair of the Scientific Council in all technical and scientific aspects.

2.1.10 Director of the Scientific Committee of the congress

The Director of the Scientific Committee of the Congress is appointed by the Director of the Armed Forces Medical Services of the host country and liaises with the Chair of the Scientific Council of the ICMM on all matters relating to the congress, on determining the topics of the congress, on selecting the scientific presentation, in accordance with the quality criteria and principles defined in the Statutes of the ICMM. These topics must be based in the field of military medicine.

The Director of the Scientific Commission of the Congress is responsible for gathering documentation corresponding to the scientific presentations selected for the congress. The Director will submit this documentation to the Chair of the Scientific Council so that the Chair can consider publishing the information in the form of articles in the International Review of the Armed Forces Medical Services and on the ICMM's communication channels.

The Director of the Scientific Committee of the congress also liaises with the Director of Communications of the ICMM to standardise and harmonise all notices and announcements made prior to the congress and to publish information regarding the congress across all ICMM communication channels.

The Director is a member of the Scientific Committee of the ICMM while performing their functions, namely preparing for and organising the congress.

The functions of the Director of the Scientific Committee of a congress are defined in Article 3 of the Regulation of Internal Order concerning World Congresses and Article 3 of the Regulation of Internal Order concerning Regional Congresses.

2.2 Operations of the Scientific Council

2.2.1 Meetings of the Scientific Council

The Scientific Council meets in whole or in part at the discretion of the Chair.

2.2.2 Activities relating to the international and regional congresses of the ICMM

Activities relating to world and regional congresses are the subject of a dedicated Regulation of Internal Order.

2.2.3 Activities of the Technical Commissions

The activities of the Technical Commissions are the subject of a dedicated Regulation of Internal Order.

2.2.4 Activities relating to the international courses of the ICMM

The Chair of the Scientific Council of the ICMM is involved in establishing and following up on international course programmes. The Secretary General will consult the Chair of the Scientific Council before providing the necessary guidelines to the course directors and making the necessary interventions in relation to the general approach and orientation of the course programmes.

The Chair of the Scientific Council receives proposals from the course coordinators and passes them on to the Secretary General of the ICMM.

The Chair of the Scientific Council ensures that the courses take place, monitors their quality, and arranges for them to be evaluated in terms of their effectiveness in achieving the educational objectives.

The Armed Forces Medical Service of the country organising an international course holds ownership of the course content as it appears in the course dossier.

In order to qualify as an “ICMM course”, the content must be approved by the Secretary General and the Chair of the Scientific Council.

Once approved by the Secretary General and the Chair of the Scientific Council, a course organised externally may be endorsed by the ICMM and be referred to as a course “run under the aegis of the ICMM”.

The course must remain neutral, and the organiser must refrain from covering any political, religious or related topics.

A practical guide for international courses, which is maintained by the Scientific Council, is available to course directors and course coordinators.

2.2.5 Activities relating to the *International Review of the Armed Forces Medical Services*

The Secretary General of the ICMM is the Director of the *International Review of the Armed Forces Medical Services*.

The Chair of the Scientific Council is the Editor-in-chief of the *International Review of the Armed Forces Medical Services* and chairs the editorial committee.

The Deputy Chair of the Scientific Council is the Deputy Editor-in-chief of the *International Review of the Armed Forces Medical Services*.

The *International Review of the Armed Forces Medical Services* follows an editorial policy that is published across all channels of communication of the ICMM. Directives applying to authors are published in the Review.

Articles proposed by authors are sent by email to the secretariat of the editorial committee at the following email address: edition@cimm-icmm.org.

3. Monitoring the activities of the Scientific Council

The General Assembly defines the broad aspects of the scientific policy of the ICMM.

Under the powers granted by the Statutes of the ICMM, the General Assembly appoints the Chair and Deputy Chair of the Scientific Council and the Chairs of the Technical Commissions. The General Assembly may also decide to dismiss said Chairs and Deputy Chairs if there are grounds to do so.

The General Assembly authorises the creation of the Technical Commissions proposed by the Scientific Council and approved by the Secretary General in accordance with the terms defined in Article 20 (1) of the Statutes.

It assesses the volume and quality of the activities of the Scientific Council in the periods between sessions based on the report provided by the Chair of the Scientific Council and the additional questions posed by the national delegates in the plenary session.

In the period between General Assemblies, the national delegates are kept informed of the progress of the technical and scientific activities of the ICMM through the ICMM's communication channels. They also have permanent access to up-to-date information on the ICMM's website (www.cimm-icmm.org).