

Statutes of the Norwegian Occupational Hygiene Association

(last edited 21/11/2013)

§1 The association is a professional forum for individuals who work with occupational hygienic issues. In this context, "occupational hygiene" is defined as: "Identification and surveying of chemical, physical and biological working environment factors, as well as risk assessment with regard to health damage and preventive measures."

§2 The association's objective is to contribute to professional updating and knowledge development, as well as the exchange of experiences and opinions between its members. This will be achieved through internal activities, contact and cooperation with related professions and other relevant participants in the working life and the society at large. Furthermore, the association shall strengthen the position of occupational hygiene and increase the general understanding of the subject area, in order to contribute to a better working environment and a positive social development.

§3 The Annual Meeting passes NOHA's ethical guidelines. The members are obligated to comply with these guidelines. Any breaches of the ethical guidelines will be considered by the Board. As soon as the Board notifies the individual in question about the matter, they have a period of three weeks to provide an explanation. Breaches of the ethical guidelines can lead to prosecution/correction. Repeated or gross breaches can lead to exclusion from NOHA. The Board's decision can be appealed to the Annual Meeting.

§4 The following individuals can be accepted as members:

1. Individuals with higher education from a university or a technological university, who occupy a position as stated in §1.
2. Individuals who do not fulfil the basic education requirements in pt. 1, but through their experience and training have acquired an equivalent professional competence.

Pensioners who have worked in occupational hygiene and students within a relevant subject area may apply for pensioner/student memberships. This membership has the following conditions:

- The annual membership fee is 50% of the ordinary annual membership fee.
- NOHA's spring conference and annual conference are priced at 50% of the ordinary member price.
- Student and pensioner members have no voting rights in union matters.
- Other conditions are identical to those of ordinary members.

Membership applications are sent to and decided by the Board.

§5 The Annual Meeting is the association's governing body. All members have the right to attend and vote.

§6 The Board is responsible for the daily management. The Board consists of:

- President
- Vice President
- 3 board members
- 2 deputy board members

§7 The Board is elected by the Annual Meeting.

§8 The Board is elected for a period of 2 years. 2 respectively 3 board members and 1 deputy board member is elected annually. The President and the Vice President cannot be elected at the same time. All elections are conducted in a separate vote.

§9 The Nomination Committee consists of 3 members elected by the Annual Meeting. The term of office is three years with one member elected each year. The Nomination Committee elects its own leader. The Nomination Committee nominates board members and auditors for election by the Annual Meeting.

§10 The Annual Meeting elects 2 auditors. The term of office is 2 years.

§11 The date and time of the ordinary Annual Meeting is announced no later than 2 months prior to the date. Members shall be noticed 2 weeks before the Annual Meeting.

The notice of the Annual Meeting shall include:

- Agenda
- Audited accounts
- Suggestions

Matters for discussion at the ordinary Annual Meeting must be sent to the Board no later than 4 weeks prior to the date of the meeting.

§12 The Annual Meeting discusses and decides the criteria for certification of occupational hygienists (SYH). It is also up to the Annual Meeting to decide if and when these criteria are entrusted to an independent authority, to transfer the system to a third-party certification.

The Annual Meeting elects two representatives to the Board of the Foundation of Norwegian Occupational Hygiene Certification and a representative to the Appeals Committee. The term of office is regulated by the statutes of the Norwegian Occupational Hygiene Certification.

§13 The Annual Meeting shall discuss the following matters:

Approving the notice

Electing the Chairman of the Annual Meeting

Electing the Secretary of the Annual Meeting and 2 participants to sign the minutes

Approving the agenda

The Board's annual report

Accounts

The Board's freedom from responsibility

Deciding the association's annual membership fee

Proposed matters

Election of: (see § 8, 9, 10 and 12)

- President
- Vice President
- 3 board members
- 2 deputy board members
- Auditors
- Nomination Committee
- Board members for the Foundation of Norwegian Occupational Hygiene Certification.
- An Appeals Committee member for the Foundation of Norwegian Occupational Hygiene Certification.

§14 Elections and voting at the ordinary Annual Meeting is conducted in writing if requested by 2 or more members. Any tied elections are decided by drawing lots.

§15 The statutes can only be altered by the ordinary Annual Meeting. Proposed alterations are passed by a two-thirds majority among the attendants.

§16 An Extraordinary Annual Meeting is held when requested by the Board or a minimum of 10% of the members. The Extraordinary Annual Meeting only discusses the matters stated in the notice. The time of notice is 4 weeks prior to the date of the meeting.

§17 Local organisations can be established if requested by 5 or more members from the same region. All NOHA members in the region are entitled to membership in the local organisation. The local organisation shall have a local board elected at a local Annual Meeting. The local organisation's annual report and audited accounts shall be sent to the Board no later than 31 August.

- The local organisation can apply to the Board for funding of their operation and individual initiatives. Economically binding initiatives of a professional nature in the association's name must be previously approved by the Board. The local organisation can apply to the Board to keep the profits of such local initiatives.

§18 The association can only be dissolved if voted so by a two-thirds majority in 2 consecutive Annual Meetings. In addition to this, a referendum is required where a minimum of two-thirds of the members cast their vote and at least 75% vote for dissolution.

In case of dissolution, any assets shall go to a foundation to promote occupational hygiene in Norway. The Annual Meeting decides the foundation's administrators.