

## ORPHEUS SOP - EC MEMBERS

1. *Executive Committee* members are elected by the *General Assembly* after nominations are received by the *Executive Committee* prior to the *General Assembly*.
2. Each *Executive Committee* member is elected separately.
3. First the election of *Executive Committee* members is conducted and then the election for *Executive Committee* posts is conducted one at a time.
4. The *Executive Committee* members are elected for a specific post by the *General Assembly* following proposal by the *Executive Committee*.
5. *Executive Committee* members are elected for a period of 4 years.
6. The nomination for *Executive Committee* members should be signed by the head of the institution proposing the candidate. Included in the nomination letter it should be stated that institution is willing to cover the costs of travel and accommodation of *Executive Committee* member for attendance of ORPHEUS *Executive Committee* meetings.
7. If an *Executive Committee* member misses more than 3 *Executive Committee* meeting he/she will be asked to resign and allow another candidate to take their place.
8. The *Executive Committee* members are required to attend *Executive Committee* meetings twice a year and to actively participate in the work of ORPHEUS.