
RULES OF THE ESHRE PGD CONSORTIUM

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1. NAME AND CONSTITUTION

The PGD Consortium of the European Society of Human Reproduction and Embryology comprises a group of experts in Preimplantation Genetic Diagnosis whose activities take place under the auspices of the Reproductive Genetics Special Interest Group (SIG).

2. OBJECTIVES

2.1 The general aim of the PGD Consortium is to co-ordinate, promote and stimulate the development of PGD and to represent the common interests of all PGD centres throughout the world (with a focus on those countries represented by ESHRE).

2.2 Specific aims of the PGD Consortium are:

2.2.1 To survey the availability of PGD for different conditions facilitating cross-referral of patients.

2.2.2 To collect prospectively and retrospectively data on the accuracy, reliability and effectiveness of PGD.

2.2.3 To initiate follow-up studies of pregnancies and children born.

2.2.4 To produce guidelines and recommended PGD protocols to promote best practice and facilitate accreditation of centres offering PGD

2.2.5 To formulate a consensus on the use of PGD.

2.2.6 To educate in the field of PGD.

3. MEMBERSHIP

3.1 Full members.

3.1.1 Full members are centres that actively report anonymous but otherwise full information regarding cycle, pregnancy and follow-up data.

3.1.2 All full members shall have access to the database via their data-managers, who are appointed as such by their centre and should be paid-up members of ESHRE.

3.1.3 All correspondence between the Consortium and the centres will be via the data-managers.

3.1.4 Each full member centre shall have one vote in any Consortium ballot.

3.2 Associate members.

3.2.1 Associate members are centres that represent new PGD centres that have not yet started PGD services, IVF laboratories that are performing transport PGD

with a centre that is with a full member of the consortium, and active PGD centres that send in summary data.

3.2.2 Associate members shall not have the right to vote in any Consortium ballot.

4. OFFICERS

4.1 **The Consortium shall have the following officers, who shall form the Steering Committee. A Chair, a Deputy Chair, up to thirteen individuals from full Consortium member centres, the ESHRE Science Manager and the Coordinator of the Reproductive Genetics SIG.**

4.2 **As far as practicable the Steering Committee shall maintain a representation of specialists involved in all aspects of PGD.**

4.3 **The ESHRE Science Manager and the Coordinator of the Reproductive Genetics SIG shall not have Steering Committee voting rights or be eligible to be elected as Chair or Deputy Chair.**

4.4 **The Steering Committee shall elect the Chair and a Deputy Chair from a serving member of the Steering Committee.**

4.5 **The following Officers of the Steering Committee shall form an Executive that is authorised to agree and take decisions about matters that require actions prior to the next meeting of the Steering Committee: Chair, Deputy Chair and the ESHRE Science Manager.**

4.6 The Chair.

4.6.1 The Steering Committee shall elect as Chair one of the serving members.

4.6.2 The Chair shall hold office for two years and stay on for two years in the advisory position of past Chair except where during this time the term of office as a member of Steering Committee shall have expired.

4.6.3 The Chair shall be eligible for re-election (with a maximum term of office of four consecutive years).

4.6.4 The Chair shall preside at Steering Committee and General Meetings; in the absence the Chair the Deputy Chair or if neither be present then a deputy elected for the occasion at the meeting, shall take the chair.

4.7 The Deputy Chair.

4.7.1 The Steering Committee shall elect as Deputy Chair one of the serving members.

4.7.2 The Deputy Chair shall hold office for two years and shall be eligible for re-election (with a maximum term of office of four consecutive years).

- 4.8 Every candidate for the Steering Committee shall be an individual paid-up member of ESHRE and from a centre with full membership of the Consortium that has submitted complete data for at least two consecutive years, and nominated in writing to the Chair by two individuals from a centre with full membership of the Consortium.**
- 4.9 Candidates for the Steering Committee shall declare any financial or other potential conflicts of interest at the time of nomination.**
- 4.10 There shall not be more than two steering committee members from any Consortium full member centre.**
- 4.11 Candidates for the Steering Committee shall be elected by a secret “yes/no” ballot of ESHRE centres with full membership, and held in the intervening period between general meetings.**
- 4.12 Irrespective of the number of candidates or vacant positions, a “yes” vote by at least 51% of full member centres shall constitute the minimum vote in favour required to elect each candidate.**
- 4.13 The specific arrangements pertaining to the management of each ballot shall be determined as necessary by the Executive prior to and advertised at the time of each election.**
- 4.14 The ballot shall be conducted by the Science Manager of ESHRE.**
- 4.15 Other Representatives.**
- 4.15.1 The Steering Committee shall have the power to co-opt additional members to represent the Consortium to other bodies with whom the Consortium may have common interests or for the discussion of special issues.
- 4.15.2 Such co-opted members shall serve at the discretion of the Steering Committee and shall have no voting power.
- 4.15.3 The decision to co-opt additional members will be decided upon by a majority of votes, if the votes are equal the Chair shall have the casting vote.

5. STEERING COMMITTEE MANAGEMENT

- 5.1 The Steering Committee shall meet on such days and hours as may be agreed from time to time.**
- 5.2 The Chair, or if not present, the Deputy Chair, or if neither be present then a deputy agreed by the Steering Committee for the occasion, shall preside.**
- 5.3 Fifty per cent of the members of the Steering Committee shall form a quorum.**
- 5.4 The Steering Committee shall have full power to superintend and conduct the business of the Consortium according to the rules, and shall in all things act for and in the name of the Consortium.**
- 5.5 Every question shall be decided by a majority of votes, and if the votes are equal the Chair or in the absence the deputy shall have a casting vote in addition to a vote as a member.**
- 5.6 Any three of the Steering Committee may call a special meeting by giving seven clear days' notice in writing to the Chair but at such a special meeting no other business than that specified in the notice shall be taken into consideration. This special meeting may be a conference call.**

6. MEETINGS

- 6.1 The Annual General Meeting shall be held on a date and time to be arranged to coincide with the annual ESHRE Conference.**
- 6.2 Eight weeks notice of the Annual General Meeting shall be given to all members.**
- 6.3 All items for discussion should be returned in writing to the Chair of the Steering Committee to arrive no less than six weeks prior to the Annual General Meeting.**
- 6.4 The Chair can, with the approval of the proposers, modify or amalgamate the received items.**
- 6.5 Fourteen days notice of the Annual General Meeting stating the business to be transacted at the meeting shall be given to every member in writing by e-mail to the last known address.**

- 6.6 The Chair of the Steering Committee or Deputy Chair should be present at all general meetings. If neither can be present then a deputy elected for the occasion at the meeting, shall take the chair.**
- 6.7 Accidental omission to give notice of a meeting to, or the non-receipt of such notice by, any person entitled to receive notice shall not invalidate any proceeding had at any meeting.**
- 6.8 A ballot of full members for all motions shall be undertaken at a time after the meeting and to be arranged by the Executive.**
- 6.9 Every motion shall be decided by a majority vote of full members and if the votes are equal the Chair of the Steering Committee shall have a casting vote.**
- 7. AMENDMENT OF RULES**
- 7.1 No new rules shall be made, nor shall any of the rules be amended or rescinded unless with the balloted consent of full members.**
- 7.2 Consent shall require a two thirds majority of all extant full members.**