BY-LAW No. 5

Organization of ISRM Symposia

(as approved by the Council in Paris FRANCE on 19990824)

1. GENERAL

(a) The Society shall sponsor a coordinated program of National, Regional and International Symposia concerned with specialized themes in rock mechanics and rock engineering (Statutes, Article 3).

(b) ISRM National Symposia may be sponsored by ISRM National Groups at their own discretion, the only requirements being that the events be timed so as to avoid, if possible, clashes with other events listed in the ISRM News conference calendar; that they be announced in the ISRM calendar; and that printed proceedings be made available for purchase by ISRM members.

(c) All publicity materials and the proceedings themselves are to make reference to ISRM sponsorship, by use of the name and logo of ISRM. The symposium is to be named after the country in which it is held, with no reference to "regional" or "international" in the title or elsewhere in the publicity material.

(d) The ISRM International Symposium differs from ISRM Regional Symposia in that it is the selected venue for the annual meetings of the Council, Board, and Commissions of the Society. Different requirements apply, as detailed below.

2. SPONSORSHIP PROCEDURE

(a) National Groups seeking to host a Regional or International Symposium shall submit a written proposal to the Secretariat, at least one and preferably two to three years before the date of that Symposium.

(b) The ISRM Board shall determine sponsorship of the Regional Symposia of the Society, and shall approve their scope, time and location (Statutes, Article 8.3).

(c) ISRM sponsorship shall be determined by such considerations as technical content, timing in relation to other meetings, cost and benefits to delegates, the organizer's experience in running similar meetings, and by other criteria as given in this By-Law and in Guidelines prepared from time to time by the Board.

(d) In determining sponsorship, the Board will consider the extent, if any, to which the National Group proposes to delegate responsibility to other organizations. ISRM will not normally consider sponsoring meetings as one of several co-sponsors.

(e) The Board shall advise Council regarding which of the sponsored Regional Symposia have applied and qualify to host an ISRM International Symposium under the provisions of the Statutes and this By-Law.

(f) From among these, the Council then shall select a venue for the forthcoming Council, Board and Commission meetings, if possible two years ahead of time (By-Law No. 1, Article 2.1). The selected Regional Symposium automatically shall become an ISRM International Symposium.
3. ORGANIZATION AND RESPONSIBILITIES

3.1 Organizing Committee

(a) Responsibility for organizing a Symposium rests with the National Group of the country in which the Symposium is to be held.

(b) The National Group awarded an ISRM Symposium shall form an Organizing Committee for this purpose, and inform the Board of its composition.

3.2 Financial and Legal Liability

(a) The ISRM shall not reimburse expenses nor incur any financial or legal liability for the Symposium, associated meetings, tours etc. (Statutes, Article 11.5).

(b) The expenses of the Symposium shall be anticipated in the budget prepared by the Organizing Committee. In the case of an ISRM International Symposium, the budget shall cover travel and accommodation for the ISRM Secretary-General to attend the Symposium, and also travel and accommodation for the Rocha award recipient, if not paid by others (see By-Law No. 7). The National Group, through the Organizing Committee, shall retain all profits and carry all losses.

(c) A 5 percent surcharge on the registration fee is due to ISRM. Special cases may be considered at the discretion of the Board.

4. SYMPOSIUM CRITERIA AND REQUIREMENTS

4.1 Frequency of Symposia

(a) The Board will take into account the international conference calendar maintained by the Secretariat and published in summarized form in the ISRM newsletter.

(b) There shall when possible be one ISRM International Symposium each year.

(c) No ISRM International symposium shall be held in the year of an ISRM Congress, nor in the same region and year as a Congress of a sister Society.

4.2 Venue

The Board shall take into account how often and where Symposia and Congresses have previously been sponsored in the Region, in relation to the number of National Groups and Members in the Region. The Board shall consider the accessibility and likely attendance, and the availability and quality of conference facilities and accommodation.

4.3 Registration and Fees

(a) The Board shall consider the budget as a whole, the registration fees, costs of travel and accommodation, services provided, and the likely attendance in view of cost and location.
(b) Symposia are to be open to all interested in Rock Mechanics. Delegates to ISRM Symposia who are not yet members of the ISRM will be offered a temporary membership when they register for the Symposium.

(c) Participants receiving temporary membership will be invited by the ISRM Secretary-General to join the ISRM as individual members. The respective National Groups will be informed of their addresses.

(d) The Symposium Organizing Committee is to provide an ISRM membership desk, alongside the registration desk, which the ISRM Secretariat will operate throughout the Symposium.

(e) The registration fee for students shall not exceed one-half of that for full ISRM delegates and shall include one copy of the Proceedings.

4.4 Theme

The Board is to consider the merits of the selected Symposium theme, which should be clearly defined, should not have been the theme of a recent meeting, and should be of interest and benefit to a substantial sector of the membership.

4.5 Technical Papers and Proceedings

(a) The Board is to consider proposed arrangements for reviewing papers, and their probable editorial and technical quality.

(b) Proceedings of the Symposium should be printed and made available to delegates as part of their registration fee. The Board will consider whether, and when, preprints are to be made available, and when and in what form the Proceedings are to be printed. Publication should if possible be placed in the hands of a publishing house with an established reputation, and the Proceedings should be publicised for international sale.

(c) Members of the Society should be permitted to purchase further copies of the Proceedings for no more than two thirds of the normal purchase price of the Proceedings for non-members.

4.6 Language Requirements

An International Symposium of the Society must fully comply with the language provisions of the Statutes.

4.7 Arrangements for ISRM Meetings

The Organizing Committee of an ISRM International Symposium is to provide accommodation and facilities for meetings of the ISRM Council, Board and Commissions that convene at the times of this Symposium. These facilities are to be a charge to the Symposium and not to ISRM. The Secretariat will inform the Symposium Chairman of requirements for such meetings.

4.8 ISRM Recognition

(a) Opening and closing ceremonies are to include statements by an official ISRM representative.

(b) Proceedings of Regional and International Symposia of the Society are to give recognition to the Society as a sponsor, and shall include reference to the Society on the cover and face sheets of each volume.