

## **ECSA Membership Terms and Conditions**

*(correspond to §2 of ECSA Rules of Procedure)*

### **(1) General conditions**

According to the ECSA constitution, all legal persons can become members of ECSA and enjoy certain membership rights according to §11 (7) of the ECSA constitution.

### **(2) Eligibility criteria for membership**

Full members of ECSA:

- are performing research on Citizen Science
- are taking part in Citizen Science activities and/or
- support Citizen Science e.g. via funding or via communication.

Members of the broader ECSA network of supporters, henceforth Supporters:

- support the idea of citizen science through various channels or activities.

The Executive Board can admit other Full members or Supporters at its discretion only in exceptional situations.

### **(3) Admission procedures**

Applications for membership may be submitted to ECSA at any time. Application reviews are conducted by the Steering Committee during one of its physical/online meetings or, if necessary, through an electronic consultation, at least once every quarter.

ECSA Headquarters will distribute a list of relevant applications to the ECSA Steering Committee. Steering Committee members shall review the list of applicants within one relevant calendar month of receipt from Headquarters. Board Members may request a copy of any relevant application. They shall affirm the application or not as the case may be (giving reasons only in the event of an objection) to the Headquarters by the expiration of the said calendar month. Silence will constitute an affirmation.

Minutes of the Steering Committee meeting register approved members. In case of an electronic consultation, the Minutes of the following Steering Committee meeting will register these new members. The Steering Committee recommends the admission of an applicant and its category of membership to the Executive Board which takes the final decision.

The ECSA Headquarters notifies the applicant of the decision on a timely basis.

Admission comes into force after the Executive Board decision and once the full amount of the membership fee has been received by bank transfer, or through other means of payment, at the ECSA headquarters.

Members who wish to change their membership category must notify the Executive Board in writing.

#### **(4) Membership fees**

Without previous written resignation (following the process described in Art. 5), the membership is automatically renewed and due each year.

Outstanding fees must always be paid before membership renewals. Members who did not pay their fees at the end of the calendar year will be considered to have resigned from ECSA membership unless the Executive Board decides otherwise. In order to join ECSA again, these organizations and individuals will have to submit a new membership application.

Membership fees are due within 90 days of receiving the confirmation of membership or the invoice. A ten percent administration fee is charged for late payments. All bank transaction fees must be paid by the applicant.

Membership fees are non-refundable.

#### **(5) Withdrawal of a member**

A member may resign at any time, without having to fulfil any special conditions. Resignation must be sent via email or in writing to the ECSA Headquarters.

Membership withdrawal is automatically accepted upon confirmation of receipt by Headquarters and effective at the end of the calendar year in which it has been notified.

A member who ceases to be part of ECSA forfeits all membership rights. Membership fees already paid will not be reimbursed.

#### **(6) Dismissal of a member**

A membership may be terminated by decision of the Executive Board based on a unanimous recommendation by Steering Committee members, present or represented, due to misconduct that in the opinion of the Steering Committee damages ECSA.

#### **(7) Procedures of appeal**

If an application for membership or membership category is rejected or a membership has been terminated then the affected party may appeal such a decision to the Executive Board with written support from two members matching the application category. The Executive Board shall confer with the membership of ECSA a majority of which must support the appeal for membership of ECSA to be granted to the appellant. Such an appeal must be completed within 60 days of the receipt of the appeal by the Executive Board and so notified to the appellant.

#### **(8) Duties of members**

Each member must:

- Provide the Headquarters with its contact details and keep ECSA informed in writing of any changes. All consequences and risks of a member not notifying ECSA of its address and email will be borne by the member.
- Designate its representative(s) to ECSA.
- Assist ECSA in its missions to the best of its ability and contribute to the life of ECSA.
- Provide any relevant data requested by ECSA to the best of its ability
- Circulate any publicly oriented and relevant information issued by ECSA toward relevant targets and report on the progress of this action if requested by ECSA.