



European Society of Hypnosis
In Psychotherapy and Medicine

Regulations

1) Regulations' Function and Amendments

The ESH Regulations complement the ESH Constitution. They can be amended by the votes of two thirds of the Council of Representatives (COR) members.

The vote can be undertaken: i) during the COR meetings;
ii) by mail ballot:

Mail ballot may be in the form of post or e-mail;
All ballots must be authorized and signed;
All mail ballots must be received by Central Office;
Mail ballots will be time limited to 30 days from the date on the letterhead.

Any non-response will be taken to mean acceptance.

2) Elections

- i) Nominees to the Board of Directors have to be ESH Members by virtue of their Membership of Constituent Societies.
- ii) Nominations for election to the BoD must be received by Central Office four weeks prior to the Elections. These must be submitted in writing on the appropriate form sent by ESH Central Office.
- iii) Nominations require a proposer and seconder and both of these must sign the form. The nominee must also sign to indicate their acceptance of the nomination.
- iv) The nomination forms will specify the position of President-Elect, Treasurer, and/or Board Members.
- v) A nominee may be proposed for all three positions.
- vi) At the elections the first ballot will be for President-Elect.
- vii) Second ballot will be for Treasurer.
- viii) The third ballot will be for the other Board Members.

**ESH Central Office -Suite 2.8 Waterloo Chambers, 19 Waterloo Street, Glasgow G26AY
E-mail: mail@esh-hypnosis.eu Website: www.esh-hypnosis.eu**

- ix) The Board will allocate the functions for first Vice President and Second Vice President and all other board functions among the elected Board Members.
- x) Nomination forms are available from Central Office and will be sent out to registered COR members or their nominees.

In case the election cannot be done during the official CoR meeting it will be done by mail ballot

The first mail ballot will be for President Elect.

The second mail ballot will be for Treasurer.

The third mail ballot will be for the other Board Members.

3) Committees

To develop a more effective exchange among ESH Constituent Societies and common criteria in training programs, clinical practice and ethical positions, ESH Committees will be established as needed.

There are four statutory committees of the ESH Board:

C1) The Finance Committee is responsible for overseeing the management of the finances of ESH and will be chaired by the ESH Treasurer.

C2) The Constitution Committee is responsible for the preparation of proposed amendments to the Constitution and Regulations.

C3) The Ethical Committee is responsible for maintaining the ESH Ethical Guidelines, and acting as a resource to Constituent Societies. The Ethical Committee governs the execution of the Code of Ethics in co-ordination with the Constituent Societies.

C4) The Membership Committee is responsible for reviewing applications for Membership from Societies and Individuals as specified in Article V of the Constitution. Membership may also include Extraordinary Categories as follows:

- i) Confederations of Societies functioning as a unitary body.
- ii) Individuals who meet the requirements for membership where there is no local or national CS.
- iii) Associate societies/individuals where the society/individual would be eligible for membership but is outside the geographical confines of Europe.
- iv) Students of dentistry, medicine and psychology in countries where there is no local or national society, will be eligible if they can provide evidence of training approved by CEPE.

**ESH Central Office -Suite 2.8 Waterloo Chambers, 19 Waterloo Street, Glasgow G26AY
E-mail: mail@esh-hypnosis.eu Website: www.esh-hypnosis.eu**

There are five non statutory committees of the ESH Board

C5) The Newsletter Committee is responsible for producing a regular newsletter, normally at quarterly intervals.

C6) The Web and PR/Media Committee is responsible for developing and maintaining the website for ESH and other media as required allowing communication with the wider community including colleagues, press, general public etc.

C7) The Research Committee is responsible for encouraging research activities in ESH.

C8) The Committee on Educational Programs in Europe (CEPE) is responsible for developing and proposing common criteria of education in the field of hypnosis and also for setting the criteria governing the awarding of the European Society of Hypnosis Certificate (ESHC).

C9) The Awards Committee is responsible for proposing to the BOD special recognition in the following categories:

- i) Honorary membership for persons who have made an outstanding contribution to the field of hypnosis.
- ii) Fellowship for persons who have made an outstanding contribution to ESH.
- iii) Friends of ESH for persons who have played a special role in assisting ESH.
- iv) Constituent Society Award for constituent societies that have demonstrated commitment to having hypnosis acknowledged in their own country and have enhanced the reputation of hypnosis and ESH.

4) Appointment to Committees

The Chairs of these Committees are appointed by the Board of Directors. Each Committee consists of a Chair and at least two committee members. The President may be an ex-officio member of all these committees. Any amendment to the size of the Committee is the responsibility of and decided in full agreement of that Committee. In exceptional circumstances the President may suggest a Chair for ratification by the BOD.

5) Extraordinary Meetings

An Extraordinary meeting may be called by the Board of Directors or by a petition of one third of the COR.

There will be at least three calendar months' notice of this meeting. Extraordinary meetings are classed as official meetings and therefore permit business and Constitutional decisions to be made.

ESH Central Office -Suite 2.8 Waterloo Chambers, 19 Waterloo Street, Glasgow G26AY
E-mail: mail@esh-hypnosis.eu Website: www.esh-hypnosis.eu

April 2020