

## **Bylaws<sup>1</sup> on the Use of Auditors** in the European College of Veterinary Public Health (ECVPH)

### **Article 1**

1. Two auditors are appointed by the Diplomates of the ECVPH. Auditors are nominated and then elected by ballot at the Annual General Meeting (AGM) of the College. Only certified Diplomates in good standing can be nominated and elected.
2. Auditors serve for terms of two years. If at all possible, both auditors should not be replaced at the same time. It is desirable that a new auditor works alongside an auditor who has served at least one term. Re-election of an auditor is possible.

### **Article 2**

1. The Treasurer, with the support of the Documenting Secretary, must provide to the Auditor, the annual financial report (including electronic copies of all relevant bank statements, invoices and payment confirmations) at least 4 weeks before the AGM.
2. The Auditor may request to examine all original receipts and related documents at a meeting on the day before the AGM (i.e. at the pre-conference Council meeting).
3. The jointly signed, written report of the Auditor must be sent to the Council members sufficiently early to be available at the AGM and will be distributed together with the accounts and balance sheets to all the attending Diplomates.
4. At least one Auditor should attend the AGM to answer any questions that arise.

### **Article 3**

1. Further details on the tasks of the Auditors are described in the Council / Committee Handbook.

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<sup>1</sup> *Bylaws in accordance with Article 18 of the Constitution. This bylaw was created and approved by the ECVPH Council at its meeting of 01/02/2016 and amended on 29/01/2018.*