

# ISPRS

2004

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**STATUTES**  
**INTERNATIONAL SOCIETY**  
**FOR**  
**PHOTOGRAMMETRY AND REMOTE SENSING**

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**STATUTE I - Name and Mission**

The International Society for Photogrammetry and Remote Sensing (hereinafter referred to as the Society) which was founded in Vienna, Austria in 1910 as 'Internationale Gesellschaft für Photogrammetrie', is a non-governmental international organization, devoted to the development of international cooperation for the advancement of knowledge, research, development, education and training in the photogrammetry, remote sensing and spatial information sciences, their integration and applications, to contribute to the well-being of humanity and the sustainability of the environment.

**STATUTE II - Definitions**

Photogrammetry and Remote Sensing is the art, science, and technology of obtaining reliable information from non-contact imaging and other sensor systems about the Earth and its environment, and other physical objects and processes through recording, measuring, analyzing and representation.

Spatial Information Science is the art, science, and technology of obtaining reliable spatial, spectral and temporal relationships between physical objects, and of processes for integration with other data for analysis, portrayal and representation, independently of scale.

**STATUTE III - Qualifications**

The Society pursues its aims without any discrimination on grounds of race, religion, nationality, or political philosophy.

**STATUTE IV - Activities**

To achieve its aims, the Society shall:

- (a) facilitate excellence in research and development and the proper use of appropriate technology in the photogrammetry, remote sensing and spatial information sciences, as well as the development of standards;
- (b) initiate and coordinate research in the fields of the photogrammetry, remote sensing and spatial information sciences by creating Technical Commissions and Working Groups concerned with pertinent aspects of the photogrammetry, remote sensing and spatial information sciences;
- (c) convene international Congresses, symposia and other meetings, with lectures, communications, discussions, and as appropriate, tutorials, exhibitions, technical visits, and social events;
- (d) ensure wide international circulation of the results of research and the records of discussion by the publication of *The International Archives of the*

*Photogrammetry, Remote Sensing and Spatial Information Sciences*, which shall form the record of Congresses and Symposia, and other scientific meetings of the Society;

- (e) publish and circulate an international journal, a bulletin, and other communications relevant to the interest of the Society and the community at large;
- (f) stimulate the formation of national and regional Societies of the photogrammetry, remote sensing and spatial information sciences and promote exchanges between such Societies;
- (g) encourage interaction of the Society and its members with the community at large, including the publication and exchange of scientific papers and journals by, and among, its national and regional Societies;
- (h) encourage recognition and administer awards to honor the achievements of individuals or groups.
- (i) represent the photogrammetry, remote sensing and spatial information sciences in relevant international forums;
- (j) promote and facilitate education, training, and technology transfer of the photogrammetry, remote sensing and spatial information sciences;
- (k) promote other appropriate actions to enhance the Society's mission.

**STATUTE V - Cooperation with Other International Organizations**

The Society should cooperate with:

- (a) international and regional institutions or organizations concerned with photogrammetry, remote sensing, image analysis, spatial information sciences, land survey, geodesy, cartography, and other relevant disciplines;
- (b) inter-governmental bodies of the United Nations and other relevant, international policy-making organizations.

**STATUTE VI - Membership**

The types of membership in the Society are:

- Ordinary Members
- Associate Members
- Regional Members
- Sustaining Members
- Honorary Members

1. An **Ordinary Member** shall be the single organization of a country, or a geographic region thereof having an independent budget, which should represent the whole community of photogrammetry, remote sensing and spatial information specialists in the country or region.

(a) An Ordinary Member shall be responsible to the Society for the proper discharge of all the duties of membership including specifically:

- participating in the scientific work of the Society, including active participation in Working Groups and Commissions;
- prompt payment of Membership subscription fee;
- promoting ISPRS activities;
- actively participating in the decisions of the General Assembly;
- appointing Correspondents to the Technical Commissions and registering them with the Secretary General;
- striving to provide equitable national representation for all photogrammetric, remote sensing and spatial information specialists in its country or region;
- serving as national focal point for distribution of ISPRS information to their members;
- submitting periodic reports and news for publication in the Society's bulletin, and producing a quadrennial report for the Congress;
- demonstrating active representation of the whole of their membership in their country or region;
- encouraging interdisciplinary cooperation in scientific and technologic activities, and establishing links with relevant groups;
- forming journals and registering them with the Secretary General.

(b) Normally the Ordinary Member organization of a country shall be a national, formally constituted, representational Society. In the absence of such a Society the Ordinary Member may be:

- an association of societies each having the advancement of the photogrammetry, remote sensing and spatial information sciences among its principal objectives;
- the principal Scientific Academy of a country or its National Research Council;
- or failing these, any other institution or association of institutions whether governmental or non-governmental concerned with the sciences of photogrammetry, remote sensing and spatial information.

(c) Different categories of Ordinary Members shall be established to reflect the use of the photogrammetry, remote sensing and

spatial information sciences, and the number of specialists in the organization.

2. An Associate Member shall be an organization which represents a community of photogrammetrists and/or remote sensing specialists and/or spatial information specialists in a country, and which has a strong interest in participating in the Society's affairs, and which is not represented by the Ordinary Member organization of the country.

An Associate Member shall be responsible to the Society for the proper discharge of all the duties of membership including specifically:

- participating in the scientific work of the Society, including active participation in Working Groups and Commissions;
- prompt payment of Membership subscription fee;
- promoting ISPRS activities;
- participating in the discussions of the General Assembly;
- serving as a focal point for distribution of ISPRS information to their members;
- submitting periodic reports and news for publication in the Society's bulletin;
- stimulating the establishment of appropriate means of communication.

3. A Regional Member shall be a multi-national association of photogrammetry and/or remote sensing and/or spatial information science organizations established for the purpose of considering questions of common interest, promoting regional cooperation, convening regional conferences, etc.

4. Sustaining Members contribute to the financial support of the Society and shall be individuals, organizations, institutions, or agencies who provide hardware, software, systems and/or services, in the fields of photogrammetry and/or remote sensing and/or spatial information, and/or who are engaged in research and/or education and training.

5. Honorary Members. In recognition of distinguished services to the ISPRS and its aims, an individual may be elected an Honorary Member of the Society.

#### **STATUTE VII - Organization and Administration**

The direction and management of the Society, including the conduct of its technical and scientific program, shall be undertaken through the following components: the Congress, the General Assembly, the Council, the Financial Commission, the Technical Commissions and the Sustaining Members Committee.

### **STATUTE VIII - Officers**

1. The Officers of the Society shall be the President of the Society, the other Members of the Council and the Presidents of Technical Commissions.
2. The Officers shall serve from the termination of the Congress at which they are elected or appointed until the completion of the next ensuing Congress.

### **STATUTE IX - Congress**

1. The Congress shall consist of all photogrammetry, remote sensing and spatial information specialists in attendance.
2. The Congress shall normally meet every four years.
3. The Congress shall be convened in plenary session at least twice during the course of each Congress.

### **STATUTE X - General Assembly**

1. The General Assembly shall be the supreme authority of the Society for all decisions. It shall determine the general policy of the Society.
2. The General Assembly shall consist of the Delegates appointed by the Ordinary Members to represent them, each Ordinary Member being represented by one Delegate.
3. Only Delegates, Members of Council, Members of the Financial Commission, Honorary Members of the Society, Representatives of the Associate Members and Regional Members, and two Advisors per Delegate shall have the right to attend the meetings of the General Assembly.

### **STATUTE XI - Council**

1. The Council shall consist of six individuals:
  - The President of the Society
  - The Director of the Congress
  - The First Vice-President
  - The Secretary General
  - The Second Vice-President
  - The Treasurer
2. The Council shall conduct the affairs of the Society in the interval between meetings of the General Assembly in accordance with the Statutes and Bylaws and with the decisions and directives of the General Assembly and of Congress.
3. The Council shall be answerable to the General Assembly for management of Society affairs and shall guide the conduct of the General Assembly.
4. The Council shall assist the President to coordinate and guide the activities of the Technical Commissions.
5. Between meetings of the General Assembly the Council may consult Members by correspondence or otherwise.
6. The responsibilities of the members of Council are defined in the Bylaws.

### **STATUTE XII - Headquarters**

The headquarters of the Society shall be designated by the Council.

### **STATUTE XIII - Technical Commissions**

1. The scientific work of the Society shall be the responsibility of its Technical Commissions and shall be guided by Resolutions approved by the General Assembly.
2. Responsibility for the work of each Technical Commission during the interval between two successive Congresses shall be entrusted by the General Assembly to one of the Ordinary Members or to a number of Ordinary Members who have agreed to collaborate.
3. The work of each Commission shall be conducted by the Commission Board consisting of:
  - The Commission President
  - The Commission Secretary/ies
  - The Working Group Chairpersons
  - The Commission Rapporteurs

### **STATUTE XIV - Financial Commission**

1. At each Congress the General Assembly shall elect a Chairperson and two members of a Financial Commission.
2. The role of the Financial Commission shall be advisory and consultative. It shall examine expenditure of all kinds incurred by the Society and suggest to the General Assembly broad lines of financial policy for the Society having regard to its scientific responsibilities.
3. Between Congresses the Financial Commission shall report directly to the Council through the Secretary General at least once a year after the annual balance sheet has been prepared and examined. It shall be present in an advisory capacity at meetings of the General Assembly.

### **STATUTE XV - Finances**

1. Each Ordinary Member and Associate Member shall pay annually the subscription fee assigned to its category. The amount of subscription fee for each category shall be determined by the General Assembly and may be altered by the General Assembly only at one of its ordinary meetings held during the course of a Congress.
2. Regional Members and Sustaining Members shall pay an annual subscription fee established by Council.
3. The ISPRS Foundation shall be guided by the Society and maintained as an independent entity devoted solely to support philanthropic activities of the Society

### **STATUTE XVI - Voting**

1. In plenary sessions of the Congress, decisions shall be taken by a show of hands and by a simple majority of votes passed.
2. Voting in the General Assembly shall be conducted as follows:
  - (a) Only Delegates shall have the right to vote.
  - (b) No Delegate shall represent or vote for any Ordinary Member other than his/her own.
  - (c) Voting shall not be by proxy.

- (d) If the President or any Delegate so requests, the vote shall be taken by secret ballot.
  - (e) Each Delegate shall have a number of votes equal to the category of the Ordinary Member which he/she represents.
  - (f) The adoption of Resolutions concerning admission of new Ordinary Members, Associate Members or Regional Members, cancellation of membership, alteration to the Statutes or the Bylaws, dissolution of the Society or its amalgamation with another international organization, shall require at least three-quarters of the votes cast to be in favor of the Resolution. Decision on all other matters shall be approved by a simple majority of the votes cast.
  - (g) Associate Members and Regional Members shall have observer status in the General Assembly with no voting rights, but with full discussion privileges.
3. Recourse to a vote by correspondence shall only be permitted in exceptional cases. This procedure shall be taken only when the Council considers it necessary to reach a decision without awaiting a meeting of the General Assembly.

**STATUTE XVII - Regulations and Directives**

The Council shall be entitled to issue provisional Regulations and Directives to provide guidance in transitory situations, and such shall be valid until considered at the next Congress.

**STATUTE XVIII - Languages**

- 1. The official languages of the Society shall be English, French and German.
- 2. The English Text of the present Statutes and Bylaws shall be considered to be the definitive version.

**STATUTE XIX - Dissolution and Amalgamation**

Original Statutes adopted by the General Assembly of the 11th Congress, July 1968, at Lausanne, Switzerland.  
 Statutes amended by the General Assembly of the 12th Congress, August 1972, at Ottawa, Canada.  
 Statutes amended by the General Assembly of the 14th Congress, July 1980, at Hamburg, Federal Republic of Germany.  
 Statutes amended by the General Assembly of the 15th Congress, June 1984, at Rio de Janeiro, Brazil.  
 Statutes amended by the General Assembly of the 16th Congress, July 1988, at Kyoto Japan.  
 Statutes amended by the General Assembly of the 18th Congress, July 1996, at Vienna, Austria.  
 Statutes amended by the General Assembly of the 19<sup>th</sup> Congress, July 2000, at Amsterdam, The Netherlands.  
 Statutes amended by the General Assembly of the 20<sup>th</sup> Congress, July 2004, at Istanbul, Turkey.  
 President: John C. Trinder (2000-2004)  
 Secretary General: Ian J. Dowman (2000-2004)

Only the General Assembly may approve a decision on dissolution of the Society or amalgamation of the society with another international body. An extraordinary meeting must be specially called for that sole purpose. For such an extraordinary meeting three clear calendar months notice shall be given to all Ordinary Members in writing, requesting them to send Delegates thereto.

**STATUTE XX - Amendments to Statutes and Bylaws**

- 1. Only the General Assembly has authority to amend the Statutes and Bylaws.
- 2. The Statutes may be amended under the following conditions:
  - (a) An amendment may be formulated in writing by an Ordinary Member and addressed to the Secretary General not less than 10 months prior to the date fixed for the meeting of the General Assembly at which it is to be considered. Such an amendment shall be supported by at least one other Ordinary Member.
  - (b) Amendments may be formulated by the Council or a committee appointed by the Council. In such a case there shall be no necessity for supporting these amendments by an Ordinary Member.
  - (c) The Secretary General shall inform all Ordinary Members on the proposed amendments at least six months prior to the date fixed for the meeting of the General Assembly at which they are to be considered.
- 3. The Bylaws may be amended under the following conditions:
  - (a) At least 48 hours must be given Delegates prior to discussing amendments to the Society Bylaws.
  - (b) No Bylaw that contravenes the Statutes shall be valid.

# BYLAWS

## INTERNATIONAL SOCIETY FOR PHOTOGRAMMETRY AND REMOTE SENSING

### BYLAW I - *Name and Mission*

The short title of the International Society for Photogrammetry and Remote Sensing shall be ISPRS with the motto "Information from Imagery" and these initials and motto shall be used in all the official languages of the Society and on flags, logos, stationery, etc. of the Society and its subordinate bodies.

### BYLAW II - *Definitions*

1. The Society's scientific interests shall include the photogrammetry, remote sensing, and spatial information sciences and related disciplines, as well as applications in cartography, geodesy, surveying, natural, Earth and engineering sciences, and environmental monitoring and protection. Further applications include industrial design and manufacturing, architecture and monument preservation, medicine and others.
2. For elective offices, nationality shall be that of the Ordinary Member which nominates the candidate and the candidate shall, at time of election, be a permanent resident of the nation of the Ordinary Member.

### BYLAW III - *Qualifications*

The Society subscribes to the declaration adopted in 1958 by the 8th General Assembly of the International Council of Science (ICSU), concerning non-discrimination on the basis of politics, nationality, religion, race, or gender.

### BYLAW IV - *Activities*

In addition to the activities in Statute IV the Society may do all other things incidental or conducive to the Society's aims, provided such acts do not contravene the Statutes or Bylaws of the Society or the laws of the country in which they are done, or the general principles to which the Society subscribes.

### BYLAW V - *Cooperation With Other International Organizations*

In its policy of cooperation the Society shall support consolidation of international societies committed to the promotion of the united profession of photogrammetry, remote sensing, spatial information sciences, cartography, geodesy, and surveying, as well as affiliation with other relevant international organizations.

### BYLAW VI - *Membership*

#### 1. Ordinary Members

- (a) An application for Ordinary Membership in the Society shall be addressed to the Secretary General and be accompanied by a description of the

photogrammetric, remote sensing and spatial information science activities in the country or geographic region thereof having an independent budget, and of the nature of the organization making application, including specifically its statutes, aims, standing in the country, relations with other organizations concerned with the photogrammetry, remote sensing and spatial information sciences, and its administrative and financial structure.

- (b) The application shall state the category in which Ordinary Membership is requested. The category chosen should be broadly related to the number of photogrammetrists and/or remote sensing and/or spatial information specialists represented by the applicant, and the uses made of the photogrammetry, remote sensing and spatial information sciences in the country concerned. The table below indicates the category to which an Ordinary Member should belong.

Number of Active Specialists		Category
less than 26		1
26	to 50	2
51	to 150	3
151	to 250	4
251	to 400	5
401	to 600	6
601	to 800	7
more than 800		8

- (c) The Council shall review each application received and if it estimates that the proposed category is inappropriate, the Secretary General shall return the application. The Secretary General shall report every application received to all Members and shall inform them of the opinion of the Council thereon.
- (d) The admission of an Ordinary Member shall be decided by vote of the General Assembly, or with approval of Council, by a vote by correspondence. The Secretary General shall declare the result of the vote to all Members and to the organization seeking admission.
- (e) An Ordinary Member may at any time raise its category; it may not lower it without the previous assent of the General Assembly.
- (f) To retain its good standing as Ordinary Member requires fulfillment of its responsibilities outlined in the Statutes.
- (g) The cancellation of Ordinary Membership may be declared by the General Assembly:
  - in the case of action manifestly contrary to the interests and objectives of the Society;

- in the case of repeated default in the payment of subscription fees in spite of a demand for payment which the Treasurer shall send to the defaulting Ordinary Member at least six months prior to the meeting of the General Assembly.
- (h) An Ordinary Member may resign from the Society by a declaration in writing addressed to the Secretary General. The Council shall act upon the declaration and shall inform all Members as quickly as possible.
- (i) When an Ordinary Member leaves the Society, whether by resignation or by exclusion, it shall thereby forfeit all rights in the Society.

**2. Associate Members**

- (a) An application for Associate Membership in the Society shall be addressed to the Secretary General and be accompanied by a description of the photogrammetry, remote sensing and spatial information science activities in the country and of the nature of the organization making application, including specifically its statutes, aims, standing in the country, relations with other organizations concerned with photogrammetry, and/or remote sensing, and/or spatial information sciences, and its administrative and financial structure.
- (b) The application shall state the category in which Associate Membership is requested. The category chosen should be broadly related to the number of photogrammetrists and/or remote sensing and/or spatial information specialists represented by the applicant, and the uses made of the photogrammetry, remote sensing and spatial information sciences in the country concerned. The table below indicates the category to which an Associate Member should belong.

Number of Active Specialists	Category
less than 51	1
51 to 250	2
251 to 600	3
more than 600	4

- (c) The Council shall review each application received and shall consult with the Ordinary Member of the country, and the Secretary General shall report every application received to all Members and shall inform them of the opinion of the Council thereon.
- (d) The admission of an Associate Member shall be decided by vote of the General Assembly, or with approval of Council, by a vote by correspondence. The Secretary General shall declare the result of the vote to all Members and to the organization seeking admission.
- (e) An Associate Member can upgrade its membership to Ordinary Member:
  - at any time by uniting or cooperating with the Ordinary Member of its country, or
  - by vote of the General Assembly, after consultation by Council with the Ordinary

Member and demonstration by appropriate documentation, of more active participation in areas of study of ISPRS and larger representation of the whole community of specialists in the country, than the current Ordinary Member. The new category will be determined according to Bylaw VI.1. (b).

- (f) The cancellation of Associate Membership may be declared by the General Assembly:
  - in the case of action manifestly contrary to the interests and objectives of the Society;
  - in the case of repeated default in the payment of subscription fees in spite of a demand for payment which the Treasurer shall send to the defaulting Associate Member at least six months prior to the meeting of the General Assembly.
- (g) An Associate Member may resign from the Society by a declaration in writing addressed to the Secretary General. The Council shall act upon the declaration and shall inform all Members as quickly as possible.

**3. Regional Members**

- (a) An application for Regional Membership shall be submitted to the Secretary General and shall include a full listing of the associated organizations, the charter of the Regional Member, and names of current officers.
- (b) The Council shall assure that the charter of the Regional Member conforms to the Statutes and Bylaws of the Society. The Secretary General shall report every application received to all Members and shall inform them of the opinion of the Council.
- (c) The admission of Regional Members shall be decided by vote of the General Assembly, or with approval of Council, by a vote by correspondence.
- (d) The cancellation of Regional Membership may be declared by the General Assembly:
  - in the case of action manifestly contrary to the interests and objectives of the Society;
  - in the case of repeated default in the payment of subscription fees in spite of a demand for payment which the Treasurer shall send to the defaulting Regional Member at least six months prior to the meeting of the General Assembly.

**4. Sustaining Members**

- (a) An application for Sustaining Membership shall be addressed in writing to the Secretary General and shall include a full statement of the applicant's role in the fields of photogrammetry and/or remote sensing and/or spatial information.
- (b) Council shall consider each application and make the final decision on admission of an applicant.
- (c) Sustaining Members may appoint a committee to represent the exhibitors in the planning and operation of scientific and technical exhibits sponsored by the Society. The recommendations of the Sustaining Members Committee are advisory to the Congress Director.

- (d) The Congress Director of the Society shall convene a Sustaining Members meeting at least once during each Congress.
- (e) Council shall have the authority to cancel Sustaining Membership:
  - in case of action manifestly contrary to the interests and objectives of the Society;
  - in case of repeated default in payment of subscription fees.

### 5. Honorary Members

- (a) Honorary Members shall be nominated by a committee, chaired by the most recent Honorary Member and composed of members from the current and three previous Councils, and elected by the Congress.
- (b) There may not be more than seven living Honorary Members of the Society at any given time.
- (c) Honorary Members shall have the right to attend all meetings of the Society and its constituent parts with the exception of Council meetings. They shall not be called upon to pay registration fees at functions sponsored in the name of the Society.

### BYLAW VII - *Organization and Administration*

**Committees** may be appointed by the Council to report on special topics or to address issues in support of Council. The membership of a Committee shall consist of a Chairperson appointed by the President and additional members shall be selected by the Chairperson with the approval of the President. International representation among Committee Members shall be encouraged. A committee shall be instituted when the Terms of Reference for the Committee have been approved by Council. The term of an Ad-Hoc Committee shall coincide with the inter-congress period. The term of a Permanent Committee shall be indefinite and may only be dissolved at the end of an inter-Congress period by consensus of the Council. The Chairperson shall prepare a report on Committee activities for presentation to each regular meeting of the General Assembly.

Permanent Committees of the Society are:

- International Committee on Remote Sensing of the Environment (ICORSE)
- International Policy Advisory Committee (IPAC)
- International Science Advisory Committee (ISAC)

### BYLAW VIII - *Officers*

1. The President of the Society, the Second Vice-President, the Secretary General and the Treasurer shall be elected by the General Assembly. Ordinary Members may submit nominations for members of Council to the Secretary General not later than four months prior to the meeting of the General Assembly at the time of a Congress. The Council will review the recommendations and submit nominations to the General Assembly.
2. In order to assist continuity the outgoing President shall be appointed the incoming First Vice-President as of right without election. Should he/she decline

the office it shall be offered successively in the following order to:

- the outgoing Secretary General
- the outgoing Vice-Presidents in turn, past Presidents excepted
- the outgoing Treasurer
- the outgoing Director of the Congress

Should all these decline the office, it shall be filled by election by the General Assembly.

3. The Director of the Congress shall be proposed by the Ordinary Member organizing the Congress and shall be confirmed by the General Assembly.
4. The First Vice-President who has been appointed to that office without election and the Director of the Congress may be of any nationality. Of the remaining members of the Council no two shall be of the same nationality.
5. No person shall hold the office of President for two consecutive terms. No person who has held the offices of President and First Vice-President consecutively in that order shall be eligible for a further consecutive term of office as President. The choice of person to become President shall not otherwise be restricted by virtue of any office in the Society which he/she holds or has held in the past.
6. No more than three Council members may remain on Council from one inter-Congress period to the next. An outgoing elected member of Council shall not be eligible for election to any office on the incoming Council other than to that of President of the Society or Secretary General. After the lapse of one inter-congress period he/she shall again become eligible for election to the Council.
7. The Council shall fill by co-option all vacancies occurring through the death or long-term disability of any of its members other than the President. When filling the post of Treasurer by co-option, the Council shall first consult all Ordinary Members, by correspondence or otherwise, and shall take account of the views expressed.
8. No member of Council shall be a member of the Financial Commission.
9. The Presidents of Technical Commissions shall be nominated by the Ordinary Members seeking responsibility for Technical Commissions. The General Assembly selecting the Ordinary Member responsible for a Commission shall confirm the Commission President. In case of necessity a Commission President may be confirmed by the Council.

### BYLAW IX - *Congress*

1. The Congress site shall be selected by the General Assembly from proposals made by Ordinary Members. Such proposals shall include the dates, physical facilities, preliminary financial plans, and the name of the proposed Congress Director.
2. The Ordinary Member organizing the Congress shall sign a contract with the Society and be responsible for ensuring that adequate provisions are made for the Congress. The Ordinary Member shall obtain the necessary financial support for this purpose. The

Ordinary Member shall be responsible for financing the Congress, including the preparation and publication of *The International Archives of the Photogrammetry, Remote Sensing and Spatial Information Sciences* relating to the Congress. For this purpose it shall have the cooperation of the Technical Commissions and of the Council.

3. The activities of the Congress shall be prepared and carried through by a Congress Committee and chaired by the Congress Director. All other members of the Congress Committee shall be appointed by the Ordinary Member organizing the Congress. The Congress Committee shall have the responsibility for organizing the Congress on the administrative and financial levels.
4. Only persons in the following categories may take part in the activities of the Congress:
  - (a) Persons who are associated with a Member and have paid the Congress fee;
  - (b) Honorary Members of the Society;
  - (c) Persons specially invited by the President either on account of their personal standing or as representatives of other scientific organizations. They shall not be required to pay the Congress fee;
  - (d) Persons who have received the general invitation and have paid the Congress fee.
5. Congress meeting in plenary session shall:
  - (a) review the decisions of the General Assembly;
  - (b) witness the award of Medals and other distinctions of the Society;
  - (c) elect the Honorary Members of the Society.
6. The Technical Commissions shall meet during the Congress for the purpose of:
  - (a) reports by the Presidents on activities of the Commissions during the inter-congress period;
  - (b) presentation of technical papers, tutorials and/or poster sessions on topics covered by the Commissions in programmed technical sessions determined by Commission Presidents and the Council;
  - (c) formulation of Resolutions.

#### **BYLAW X - General Assembly**

1. The President shall convene the General Assembly to one or more meetings in the course of every Congress.
2. In the interval between Congresses the President may convene the General Assembly to an extraordinary meeting to discuss a single Resolution that has the support of at least two Ordinary Members. The Resolution in question shall be made available in writing to all Ordinary Members, Associate Members and Regional Members at least three calendar months in advance of the meeting. Whenever called upon in writing by not less than three-quarters of the Members, the President shall convene an extraordinary meeting.
3. Prior to every Congress and prior to every extraordinary meeting of the General Assembly each Ordinary Member shall appoint one Delegate to represent it at the General Assembly. Such

appointments shall have no permanency and shall be valid only for the duration of the Congress or of the extraordinary meeting. No member of the Council shall be appointed as a Delegate. Associate Members and Regional Members may appoint Representatives to the General Assembly.

4. Each Ordinary Member Delegate authorized to vote at the General Assembly shall present his/her credentials to the Secretary General on his/her arrival at the Congress or at the extraordinary meeting. The Secretary General shall compile a list of Ordinary Members, their Delegate and two Advisors, their voting rights, their subscription fees paid or in default and shall report thereon in writing to the President. Each Representative of an Associate Member and of a Regional Member shall present his/her credentials to the Secretary General on arrival at the Congress or the extraordinary meeting. The Secretary General shall prepare a list of Associate Members and Regional Members and their Representatives, their subscription fees paid or in default, and shall report thereon in writing to the President.
5. Each Delegate may be accompanied at the General Assembly by not more than two Advisors. Only Delegates shall have the right to vote. An Advisor shall have the right to speak only upon the invitation of his/her own Delegate and with the permission of the President. If the appointed Delegate is unable to serve for any reason, one of the Advisors may serve as Delegate with permission of the President.
6. An Ordinary Member that has not paid its subscription fees up to and including the year before the General Assembly shall have no voting rights at the General Assembly and shall not be entitled to bid for positions on the Council, the Financial Commission, or to host a Technical Commission.
7. Observers may be invited to attend the General Assembly only by the President.
8. The General Assembly shall:
  - (a) review the implementation of directives adopted by the General Assembly and Congress;
  - (b) review the decisions taken by the Council since the last Congress;
  - (c) consider the reports and proposals of the Council and Financial Commission and Committees;
  - (d) define the policy to be pursued by the new Council;
  - (e) decide upon the admission of new Ordinary Members, Associate Members and Regional Members;
  - (f) decide upon the exclusion of Ordinary Members, Associate Members and Regional Members;
  - (g) decide upon the transference of an Ordinary and/or Associate Member from one category to another;
  - (h) determine the value of the subscription unit;
  - (i) elect the President, the elected members of Council and the members of the Financial Commission;

- (j) choose the Ordinary Member to organize the next Congress;
  - (k) confirm the Congress Director;
  - (l) choose the Ordinary Members and confirm Commission Presidents to be responsible for the Technical Commissions during the next four-year period;
  - (m) amend the Statutes and the Bylaws;
  - (n) approve Resolutions of the Technical Commissions, Members and Committees;
  - (o) ratify Memorandums of Understanding and similar formal agreements with international organizations;
9. All items to be discussed at the General Assembly must be included in a preliminary agenda sent in advance to all Members. A matter or a candidature not appearing on the agenda of the General Assembly shall not be considered by the General Assembly unless, by direction of the Council and through the agency of the Secretary General, the matter has been brought to the notice of all Delegates at least 24 hours before the meeting and unless the General Assembly first pass a formal vote that it be considered.

#### **BYLAW XI - Council**

1. The Council shall constantly pursue the general policy of the Society and maintain the Society in a state of continual scientific activity.
  2. A Council meeting shall be held at least once during each calendar year. All Council members are expected to participate fully in these meetings and to avoid representation by surrogates or proxy.
  3. The Council may prepare Terms of Reference, and issue Guidelines and instructions as necessary to implement the directives of the General Assembly.
  4. In exceptional circumstances the Council may act without approval of the General Assembly, and such actions shall be valid until considered at the next meeting of the General Assembly. But all questions relating to exclusion of an Ordinary Member, Associate Member or Regional Member, lowering of the category of an Ordinary Member, value of the unit of subscription, alteration of the Statutes or Bylaws, and dissolution of the Society or its amalgamation with another international organization must be referred to the General Assembly and decisions thereon shall be taken only by the General Assembly.
5. The **President of the Society** shall:
- (a) convene and preside over the plenary sessions of Congress, the General Assembly and the Council; he/she may, however, delegate the Director of the Congress to preside at Congress plenary sessions;
  - (b) coordinate the activities of the Technical Commissions and Working Groups, according to the decisions and intentions of the General Assembly and the Congress;
  - (c) represent the Society in its dealings with national or international institutions or organizations whose activities are of interest to the Society;
- (d) cooperate with other international organizations concerned with photogrammetry, remote sensing, spatial information science, cartography, geodesy, surveying, and other similar disciplines;
- (e) communicate to Members:
- not less than twelve months in advance of the Congress, the date and place of the next meeting of Congress;
  - not less than three months in advance of the Congress, the Agenda of the General Assembly accompanied by an explanation of the purpose and import of the items of Agenda, especially those relating to the admission or exclusion of an Ordinary Member, Associate Member or Regional Member, changes in value of unit of subscription and modifications to the Statutes;
  - not less than one month in advance of the Congress, the names of the Ordinary Members which have proposed to organize the next Congress;
  - not less than one month in advance of the Congress, the names of the Ordinary Members which have proposed to be responsible for each of the Technical Commissions for the next four-year period and the names of their proposed Commission Presidents;
- (f) inform Members in writing of the decisions taken at extraordinary meetings of the General Assembly.
6. The **Congress Director** shall:
- (a) be Chairperson of the Congress Committee;
  - (b) represent the Ordinary Member responsible for the Congress in all matters relating to its organization;
  - (c) correspond with Ordinary Members, Associate Members, Regional Members, Technical Commissions, Working Groups, Committees and the Sustaining Members Committee concerning the scientific and social programs of the Congress;
  - (d) report to the Council the measures being taken to prepare the Congress and the progress therein. The previous Congress Director or a representative from the previous Congress Committee shall assure the publication of *The International Archives of the Photogrammetry, Remote Sensing and Spatial Information Sciences* relating to that Congress and shall be available for consultation on the planning of all matters related to the forthcoming Congress.
7. The **First Vice-President** shall:
- (a) assist the President in his/her duties when called upon by the President to do so;
  - (b) act for the President should he/she be prevented by circumstances outside his/her control from fulfilling his/her duties;

- (c) serve as the Chairperson of the Resolutions Committee to coordinate Resolutions from the Technical Commissions, Members and Committees for consideration by the General Assembly;
  - (d) coordinate the proper and timely procedures for the awards.
8. The **Second Vice-President** shall:
- (a) assist the President in any manner requested by President;
  - (b) fulfill the responsibilities of the First Vice-President should he/she be prevented from acting;
  - (c) review, maintain and update the Statutes, Bylaws and Guidelines.
9. The **Secretary General** shall:
- (a) perform the duties of Secretary of the General Assembly, of the Council and of the Congress meeting in plenary session, arrange the meetings of these bodies, and draw and distribute their agenda and minutes at the proper time;
  - (b) at the request of the President, represent the Society in its dealings with national or international institutions or organizations whose activities are of interest to the Society;
  - (c) deal with the correspondence of the Society and ensure the keeping of the records, and distribute to Members relevant information and communication;
  - (d) collate the reports of the Technical Commissions and distribute information concerning the Commissions;
  - (e) collaborate with the Congress Committee and the Boards of the Technical Commissions concerning the recording and writing up of all proceedings and concerning the publication of the *Archives* (contents, presentation, distribution);
  - (f) ensure timely preparation and dissemination of Society publications;
  - (g) ensure that the decisions taken at Congresses are speedily carried out;
  - (h) receive the credentials of Delegates, Advisors and Representatives appointed by Ordinary Members, Associate Members and Regional Members to represent them at the Congress and report in writing to the President on their voting rights.
  - (i) coordinate the scheduling of all events of the Society.
10. The **Treasurer** shall:
- (a) complete the accounts for hand over to the new Treasurer within two months of the end of the Congress. The new Treasurer shall replace the outgoing Treasurer on receipt of the final accounts;
  - (b) issue annual invoices one month before the upcoming fiscal year in which the fee is due to Ordinary Members, Associate Members,

- Regional Members, and Sustaining Members and inform them of the proper procedures for remittance of subscription fees. The Treasurer shall send periodic reminders to those in arrears;
- (c) collect the funds of the Society and administer them in accordance with the decisions of the General Assembly and the instructions of the Council;
- (d) keep account of all financial transactions and submit a statement of accounts at the end of each fiscal year to the Financial Commission for audit;
- (e) assemble the complete accounts of the Society for the four-year term at the end of the fiscal year prior to the Congress and submit them to the Financial Commission for audit;
- (f) submit to the Secretary General prior to the meeting of the General Assembly a list of Ordinary Members, Associate Members and Regional Members that have not yet paid their annual subscription fee up to and including the year prior to the General Assembly;
- (g) submit a financial statement to each Council meeting and a summary financial report to the General Assembly.

**BYLAW XII - Headquarters**

Provided that the Statutes and Bylaws of the Society do not run counter to the laws pertaining to associations in the country where the Secretary General is domiciled, the residence of the Secretary General shall be the headquarters of the Society, except when the Council decides for a more convenient alternative.

**BYLAW XIII - Technical Commissions**

1. The main tasks of a Technical Commission shall be:
- (a) to follow the technical and scientific progress within its field and report thereon to the Congress;
  - (b) to provide initiative in technical and scientific progress, especially by establishing Working Groups, arranging International Symposia, and organizing experiments on research;
  - (c) to identify the results of research and development in order to present them for discussion at the Congress;
  - (d) to propose actions leading to the promotion and evaluation of the photogrammetry, remote sensing and spatial information sciences, and to assist the Council in defending these proposals to the authorities concerned;
  - (e) to assist in international standardization activities in subject matters related to the photogrammetry, remote sensing and spatial information sciences;
  - (f) to promote continuing education by organizing tutorials;
  - (g) to report to Council on the implementation of their program in accordance with Bylaws and Technical Resolutions.
  - (h) to submit an annual report on its areas of responsibility to the Society. The report should

include activities and the state of the science and technology of the Commission and Working Groups.

2. Activities in the photogrammetry, remote sensing and spatial information sciences shall be divided into eight areas of major interest and each area shall be entrusted to a Technical Commission. The areas of responsibility for the Technical Commissions shall be as follows:

**Commission I: Image Data Acquisition - Sensors and Platforms**

- Design and realization of digital aerial and spaceborne missions for Earth observation;
- Design, construction, characterization, and installation of imaging and non-imaging sensors (including Optical, IR, SAR, IFSAR, LIDAR, etc.);
- Standardization of definitions and measurements of sensor parameters;
- Integration of imaging and non-imaging sensors with other relevant systems;
- Geometric and radiometric properties, quality standards, and factors affecting data quality;
- Test, calibration and evaluation of sensors (including laboratory, in-flight, inter-calibration and test fields);
- Integrated platform guidance, navigation, positioning and orientation;
- Data reception and pre-processing;
- On-board preprocessing of data and autonomous systems;
- Systems and media for recording sensor data, auxiliary data (time, position, attitude, etc.) and film scanners;
- Image and non-image data transfer standards.

**Commission II: Theory and Concepts of Spatio-temporal Data Handling and Information**

- Fundamentals of spatial database design, spatial data structures, spatial analysis and geostatistics, spatial querying, spatial reasoning, spatial and temporal modeling;
- Aggregation, generalization, abstraction and rendering of image and vector data;
- Spatial decision support systems;
- Processing, analysis and modeling of multi-dimensional geospatial data;
- System integration and modeling aspects for data and geoinformation processing;
- Interoperability of heterogeneous spatial information systems;
- Semantic and geometric integration of heterogeneous spatial information;
- Communication and visualization of spatial data;
- Data mining, filtering, retrieval and dissemination;
- Spatial data quality and spatial model quality.

**Commission III: Photogrammetric Computer Vision and Image Analysis**

- Algorithms for geometric analysis of image data regardless of scale;
- Geometric analyses of IR, SAR, IFSAR and LIDAR;
- Automated feature and attribute extraction techniques and methodologies from multi-sensor, multi-resolution, multi-spectral, hyperspectral, and multi-temporal imagery;
- Fundamental research into image understanding for object detection, recognition, identification and reconstruction;
- DEM generation and integration of three-dimensional modeling concepts into image analysis processes;
- Integration of spatial information systems and object models for object recognition;
- Sensor pose determination (including auxiliary information);
- Projective and multi-view geometry;
- Image sequence analysis;
- Algorithms for including features in the orientation processes;
- Spatial, spectral and temporal properties of natural and human-formed objects.

**Commission IV: Geodatabases and Digital Mapping**

- Development, access and management of spatio-temporal databases;
- Spatial data infrastructures;
- Image-based geospatial databases;
- Data libraries, data clearinghouses, data warehouses, distributed archives and access to remote data sources, including metadata and digital data standards;
- Web based access, retrieval and dissemination of spatial data, including web-based location-based services;
- Integration of spatial information systems and image analysis for database-driven change detection, data capture and updating;
- Dynamic spatial information systems, spatial data revision and versioning;
- Interfacing 3D models with facility management systems;
- Database generation for digital topographic and thematic mapping (including orthoimages and digital terrain models);
- Digital landscape modeling and visualization, and large scale urban models;
- Global environmental databases and mapping;
- Extraterrestrial mapping and spatial information systems;
- Analysis of systems and their components for automated and semi-automated digital mapping and geoinformation systems;
- Analysis of industry needs and design of systems for production and update of geoinformation.

### **Commission V: Close-Range Sensing – Analysis and Applications**

- Systems and algorithms for real-time imaging, mobile mapping and video processing;
- Photogrammetric vision metrology technologies with special consideration of CAD/CAM and spatial information systems;
- Integration and fusion of multiple data sources for advanced object extraction and modeling;
- Laser scanning for 3-D representation of objects and scenes;
- Close-range image sequence analysis procedures;
- Vision-based techniques for visualization, simulation, robotics and animation;
- Vision metrology systems and industrial applications;
- Photogrammetric techniques in biomedical engineering and human motion studies;
- Techniques for architectural, archaeological and cultural heritage applications.

### **Commission VI: Education and Outreach**

- Promotion of education and training at fundamental, advanced and professional levels;
- Promotion of technology transfer, considering account regional needs and resources;
- Computer-assisted teaching, training and distance learning;
- Innovative techniques for information dissemination on the Internet;
- Promotion of youth forum and innovative outreach activities;
- Assist the Council in the promotion of ISPRS activities in the regions;
- Quality enhancement of content and format of ISPRS publications and Internet home pages.

### **Commission VII: Thematic Processing, Modeling and Analyses of Remotely Sensed Data**

- Relationship between spectral, radiometric and temporal properties of objects, their physical and chemical properties and their variations;
- Image classification and analysis methodologies;
- Analysis of characteristics of multi-spectral, hyperspectral, multi-sensor, microwave and multi-temporal image data for extraction of attribute information;
- Methodologies of computer-assisted interpretation and analysis of remotely sensed data;
- Validation of data and information using laboratory and in-situ methodologies;
- Improving atmospheric modeling for radiometric correction;
- Multi-source data fusion and integration techniques;
- Modeling of satellite data derived parameters;
- Global databases and determination of indicators of change for global modeling, monitoring and sustainable development;
- Integration of remote sensing and GIS techniques;

- Aerosol and particulate detection and identification.

### **Commission VIII: Remote Sensing Applications and Policies**

- Forestry, vegetation, agricultural and biodiversity studies and applications;
- Hydrology, oceanography, coastal zone, snow and ice applications;
- Atmospheric and weather studies and applications;
- Geology, pedology and geomorphology studies and applications;
- Monitoring and management of land and water resources;
- Land use, human impact and ecosystem analyses;
- Disaster monitoring, mitigation and damage assessment;
- Hazardous waste and environmental pollution assessment;
- Infrastructure, transportation and communications studies and applications;
- Satellite and aerial remote sensing policies;
- Cooperation with international environmental programs and strategies;
- Earth Observation activities to support sustainable development.

3. An Ordinary Member (or Ordinary Members) seeking responsibility for a Technical Commission shall submit to the Secretary General an application which includes the activities and the name of the proposed Commission President. This application should be submitted at least four months prior to the commencement date of the Congress.
4. In choosing the Ordinary Member or group of Ordinary Members to be entrusted with the responsibility for the work of a Commission, the General Assembly shall take into consideration all relevant factors, including in particular:
  - the various Ordinary Members willing to undertake the responsibility;
  - the scientific and technical ability available to each candidate;
  - the professional standing and ability of the person proposed as Commission President;
  - the ability and willingness of each Ordinary Member and other organizations in its country to support a Commission;
  - the program of Commission activities proposed by the Ordinary Members and in particular the Working Groups, their chairpersons and the events contemplated.
5. The Ordinary Member (or Ordinary Members) entrusted with a Technical Commission shall assume responsibility for the technical and financial management of the Commission. It shall prepare the Commission and Working Group reports and be responsible for production of the Proceedings of its Symposium for publication in the *Archives*.

6. A Technical Commission shall be autonomous in scientific matters but the Commission President shall keep the President of the Society and the Council fully and promptly informed of all its activities and the progress of its work. The Presidents of Commissions shall meet with the Council as and when necessary to coordinate the work of the Commissions.
7. Each Commission is expected to organize an International Symposium in the period between two Congresses. Before arranging an International Symposium the Commission shall obtain the consent of the Council. Ordinary Members organizing an International Symposium shall sign a contract with the Society and be responsible for ensuring that adequate provisions are made for the Symposium. Such Symposia shall be devoted to the field of the Commission and preparation for the ensuing Congress. Two or more Technical Commissions may collaborate to organize a joint Symposium as a single event.
8. The Commission President shall have the right to invite a limited but sufficient number of persons to join the Commission Board as Commission Rapporteurs for a particular field of interest to the Commission. Such Rapporteurs shall be chosen entirely at the President's own discretion, for the special knowledge or facilities they may possess which will enable them to give the assistance desired. They may be invited from any country and international representation shall be encouraged. They need not be Ordinary Member or Associate Member Correspondents but may perform that duty in addition.
9. Each Ordinary Member and Associate Member shall be entitled to appoint one Correspondent to each Commission. It may change its Correspondent or appoint a substitute at any time.
10. The Commission Board shall review the Resolutions approved by the Congress and identify subjects or problems requiring detailed study, trials or experimental research. It shall establish Working Groups to undertake these investigations and it shall ensure that all measures outlined in the Resolutions are covered by Working Group activities. If, in this connection, important divergences of opinion should arise within or between Commissions, the Council shall determine the course of action. The terms of reference and duration of the Working Groups shall be strictly limited and clearly defined by the Commission Board and approved by Council. A subdivision of the field of a Commission into Working Groups acting virtually as independent Commissions shall not be permissible.
11. The Working Group shall consist of:
  - the Chairperson of the Working Group;
  - optionally a Co-Chairperson;
  - a group of specialists chosen by the Chairperson, not in consideration of country but of qualification and commitment;
  - other interested, competent specialists who have indicated a commitment to contribute and participate.
12. A Working Group may be appointed to study a problem pertinent to the fields of more than one Commission. It shall then be called an Inter-Commission Working Group. The President of the initiating Commission shall notify the Council of the intention and reach agreement with the Presidents of other Commissions concerned. The Council shall pronounce on the advisability of setting up such an Inter-Commission Working Group, determine if need be the terms of reference and duration of its mission and designate the Commission which it most concerns and within which it shall make its report. Such a Working Group shall not be permitted to develop gradually into any kind of independent Commission.
13. Each Working Group shall report annually to the Commission President concerned, in addition to reporting through the appropriate Commission at the Congress. When a Working Group has treated its subject sufficiently for the time being, or has been found to be inactive, the Council shall dissolve the Working Group, normally on the initiative of the Chairperson of the Group or the President of the Commission concerned.
14. At least six months in advance of a Congress, the President of each Technical Commission shall form a committee to prepare Resolutions for the Commission. This Committee shall identify the more important problems requiring solution and submit to Council Resolutions on the work needed to solve them, no later than three months in advance of the Congress.
15. Prior to the Congress, the First Vice-President shall form the Resolutions Committee, which shall coordinate the Resolutions of all Technical Commissions, Members and Committees with regard to practicality, shall ensure that they are set down in suitable standard form and are presented in at least one of the official languages of the Society.
16. During a Congress or Symposium all photogrammetric, remote sensing and spatial information specialists rightfully present shall be free to participate in all activities of a Technical Commission.

#### **BYLAW XIV - *Financial Commission***

1. Each member of the Financial Commission shall be of a different nationality. No member of the Financial Commission shall be of the same nationality as any member of Council. Delegates to the General Assembly shall not be excluded from serving as members of the Financial Commission.
2. The Financial Commission shall advise the Council on all financial matters at any time upon the request of the Council.
3. The outgoing Financial Commission shall continue to serve after the Congress to ensure that the outgoing Treasurer hands over the accounts and funds of the Society to the new Treasurer within two

months of the Congress. The new Financial Commission shall replace the outgoing Financial Commission at the same time as the changeover of Treasurers, and report to the Council that the changeover has been satisfactorily accomplished.

4. The Financial Commission shall examine and audit accounts of the Treasurer once every year, and submit its recommendations to the Council.
5. In the event that a member of the Financial Commission becomes unable to continue in office, on the advice of the remaining members of the Commission, the Council may approve a replacement.

**BYLAW XV - Finances**

1. The fiscal year of the Society shall be 1<sup>st</sup> January to 31<sup>st</sup> December. All annual subscription fees of Ordinary Members, Associate Members, Regional Members and Sustaining Members shall be paid before the end of the fiscal year.
2. The annual subscription fee paid by an Ordinary or Associate Member shall be defined through the number of units of subscription assigned to its category of Membership in accordance with the following table:

Category	1	2	3	4	5	6	7	8	
	Subscription Units								
Ordinary Member	1	2	6	10	16	24	32	48	
Associate Member	1	6	12	24					

3. The value of the subscription unit shall be fixed by the General Assembly.
4. The subscription fees of Sustaining Members and Regional Members, established by the Council, shall be ratified by the General Assembly.
5. Bank accounts of the Society shall be held in the names of two persons, namely the President and the Treasurer.
6. Gifts and legacies offered to the Society may be accepted by The ISPRS
7. Finances of the Society shall be controlled as follows:
  - (a) An annual budget for revenues and expenditures for each fiscal year shall be prepared by the Treasurer, examined in detail by the Financial Commission, and passed on to the Council for approval, one month prior to the end of the fiscal year.
  - (b) Recommendations for grants to support philanthropic activities of the Society shall be prepared by the Council and forwarded to the Board of Trustees of the ISPRS Foundation for action.
  - (c) Additional expenditures for routine operations can be approved by the Treasurer. Expenditures

for extraordinary items must receive Council's approval.

**BYLAW XVI - Voting**

1. A quorum for convening a General Assembly shall require that the Ordinary Member delegates representing fifty percent (50%) of the total sum of eligible votes be present at the commencement of the General Assembly at which the voting is taking place.
2. When a vote by correspondence is taken, voting papers shall be sent electronically or by airmail to every Ordinary Member eligible to vote with the final date for the return of the vote set at three months after the mailing. All ballots not returned by the time limit set will be recorded as favorable votes. A decision to admit a new Ordinary Member, Associate Member or Regional Member shall be declared after the time limit set has expired, provided that three-quarters of the votes cast are in favor of admission.
3. Members who raise their category at a General Assembly shall receive voting rights at the higher category if they have paid their annual membership subscription fee at the higher category for the fiscal year of the General Assembly.

**BYLAW XVII - Regulations and Directives**

1. The decisions of the Plenary Session of a Congress and the decisions of the General Assembly shall be made known to Members and Technical Commissions of the Society without delay.
2. Except where specified otherwise a quorum of fifty percent (50%) of the total sum of eligible votes at the commencement of the General Assembly at which voting is taking place, shall be required for decisions at the General Assembly.
3. Decisions taken by the Council shall be promptly communicated to Members by the Secretary General.

**BYLAW XVIII - Languages**

During a Congress, or a Symposium of a Technical Commission, the host Ordinary Member may offer, entirely at its own expense, translation to the language of the host country.

**BYLAW XIX - Dissolution or Amalgamation**

In the instance of dissolution of the Society the funds shall be donated to a recognized international charitable organization selected by the Council and the Financial Commission. The records of the dissolution shall be deposited with the organization that has assumed responsibility for *Archives*.

**BYLAW XX - Amendments to Statutes and Bylaws**

Amendments to Statutes and Bylaws shall take effect at the times set by the General Assembly

Original Bylaws adopted by the General Assembly of the 11th Congress, July 1968, at Lausanne, Switzerland.

Bylaws amended by the General Assembly of the 12th Congress, August 1972, at Ottawa, Canada.

Bylaws amended by the General Assembly of the 14th Congress, July 1980, at Hamburg, Federal Republic of Germany.

Bylaws amended by the General Assembly of the 15th Congress, June 1984, at Rio de Janeiro, Brazil.  
Bylaws amended by the General Assembly of the 16th Congress, July 1988, at Kyoto, Japan.  
Bylaws amended by the General Assembly of the 17th Congress, August 1992, at Washington, D.C., USA.  
Bylaws amended by the General Assembly of the 18th Congress, July 1996, at Vienna, Austria.  
Bylaws amended by the General Assembly of the 19th Congress, July 2000, at Amsterdam, The Netherlands.  
Bylaws amended by the General Assembly of the 20<sup>th</sup> Congress, July 2004, at Istanbul, Turkey.

President: John C. Trinder (2000-2004)

Secretary General: Ian J. Dowman (2000-2004)

## ISPRS AWARDS POLICY

In recognition of the value and prestige associated with ISPRS Awards, in 1998 the Council developed the following ISPRS Awards Policy, which was ratified by the ISPRS General Assembly in Amsterdam.

1. ISPRS Awards shall recognize outstanding contributions and achievements by an individual or individuals in the pursuit of, or for a major realization of, the objectives of ISPRS.
2. The Terms of Reference of ISPRS Awards shall be in accordance with the Statutes and Bylaws of the Society.
3. The Terms of Reference of ISPRS Awards shall be specified in written form in the official languages of ISPRS. They are subject to approval by the Council.
4. The Terms of Reference and background shall be communicated to ISPRS members through official documents of the Society (Silver Book, WWW Page, and ISPRS Highlights).
5. All new ISPRS Awards shall consist of a reward of substantial monetary value, or an item of high intrinsic value (a minimum of Swiss francs 2,500 or equivalent), together with a certificate or plaque of recognition.
6. In order to establish a new long-term award (for a minimum of 12 years), the sponsoring organization shall make a commitment for a minimum period of support of 12 years in the formal proposal for the award to the President of ISPRS, for approval by Council.
7. The funding and preparation of ISPRS Awards shall be provided by the sponsoring organization and delivered to the Congress Director after the Awardee(s) have been identified.
8. Each new ISPRS Award shall be granted for a specific purpose, which shall not overlap the purpose of another ISPRS Award.
9. Presentations of ISPRS Awards shall be made at an appropriate event, preferably a plenary session or General Assembly of the Congress.
10. The recipient of an ISPRS quadrennial Award shall receive that award only once.
11. Amendment to the Terms of Reference of an ISPRS Award shall require agreement of Council with the Award sponsor. The sponsor shall then prepare the amended Terms of Reference in final form as specified in paragraph 2, for Council approval.
12. It is expected that the recipient will attend the Congress to receive the award.

## THE BROCK GOLD MEDAL AWARD

### *Preamble*

The periodic Award of a gold medal was instituted in 1952 by the ISP to encourage the advancement of photogrammetry. The funds for the provision of medals were given in memory of Arthur and Norman Brock. On 22nd May, 1954 and 25th March, 1955, the Council of the ISP adopted unanimously certain rules governing the Award of the medal and further resolved that those rules should remain in force until altered by the unanimous vote of the Council which provision is still valid. On 8th May 1957 and on 20 April 1999, the Council considered alterations to the rules and subsequently by correspondence agreed by unanimous vote to alter them and rewrite them as follows:

### *Rules governing the award*

1. The medal shall be known as the Brock Gold Medal Award and shall be awarded at the sole discretion of the Council of the ISPRS in accordance with the following rules.
2. The person to whom the Award is to be made shall be selected irrespective of nationality and solely in respect of contribution to the accomplishment to be signaled by the Award.
3. The medal shall be awarded only in respect of an outstanding landmark in the evolution of the photogrammetry, remote sensing and spatial information sciences, which shall be a proven contribution to these sciences and technologies of whatever form, whether a major completed project or program, some fundamentally new equipment, system or fundamentally new technique, or other new departure.
4. The landmark in the evolution of the photogrammetry, remote sensing and spatial information sciences to be thus signaled by the Award of the medal shall have proven its worth as a contribution to the advancement of these fields at least two years prior to the Congress at which the Award is to be made and in general not more than some twelve years prior to the Congress.
5. Recommendations for the Award of the medal shall be made in accordance with the following rules:
  - a. The Council shall, two years prior to each Congress, invite the member societies to submit recommendations for recipients of the Award.
  - b. Every recommendation for the Award shall be made by two individuals who adhere to the ISPRS through any of the forms of membership and who are neither of the same nationality as their candidate nor of the same nationality as one another.
  - c. Recommendations shall be in respect of an individual and not of a group of individuals nor of any organization or commercial firm. However, as many advances in the photogrammetry, remote

- sensing and spatial information sciences, and in the execution of projects and programs, may be largely due to team work, it shall be allowable to recommend the leader or the leading spirit of a team of workers, or such person as the team itself may think has made the most important or outstanding or fundamental contribution to their work.
- d. Every recommendation shall be made in writing to the President of the ISPRS and shall be accompanied by documentation and an explanation of the grounds of the recommendation that shall be sufficiently full to enable the Council to evaluate them.
  - e. The nominators may consult organizations or individuals of the country in which their candidate has been working, who are involved in the photogrammetry, remote sensing and spatial information sciences, and if they do so, they must include in their documentation the advice they have received.
  - f. Recommendations shall be made only during the period between the close of one Congress and nine months before the opening of the next.
  - g. All recommendations made prior to one Congress shall lapse at the conclusion of that Congress, whether or not any medal was awarded at it. It is permissible to revive a recommendation that has lapsed by making a fresh recommendation.
6. The selection of the person to receive the medal shall be made by the Council in accordance with the following rules:
    - a. Any member of the Council who has been recommended for the Award shall not, while their name remains one that can still be considered, take part in the proceedings of selection or be counted as a member of Council for the purpose of calculating the proportion of votes cast under this rule.
    - b. Nine months before each Congress the Council shall begin to consider all recommendations received to date, and may at the same time consider the merits of the work of any other person (except a member of Council) that the Council itself deems worthy of consideration for the Award. The Council shall complete its consideration and reach its conclusion in sufficient time to permit the preparation of the medal and its presentation at the Congress.
    - c. The Council may use whatever procedure it thinks fit to reach its conclusions, provided a final selection is made by vote. In such voting a Councilor of the same nationality as a candidate not yet eliminated shall have no vote and a candidate to be successful must receive the votes of not less than two thirds of those entitled to vote. Votes may be cast in person or by post.
  7. The Council shall normally expect to Award one medal at each Congress. It may abstain from awarding a medal at any particular Congress, in which case it may award an additional medal at the Congress next following but not later.
  8. The name of the recipient of the medal shall be announced at the Congress, and the medal shall, whenever practicable, be presented in person at the Congress by the President.
  9. The medal shall not be awarded posthumously, other than in the exceptional event of the candidate dying after having been selected for the Award, in which case the Council shall decide whether to award the medal posthumously or not at all or to some other candidate.
  10. A trust fund shall be established by the American Society for Photogrammetry and Remote Sensing for the provision of the Brock Award medals. The terms of the trust deed and any modifications thereof shall be subject to the approval of the American Society for Photogrammetry and Remote Sensing and by the Council of the ISPRS; it shall contain provisions for the safeguarding of the capital value of the assets and for all accrued interest to be used in the provision of medals. Trustees shall be appointed by the President of the American Society for Photogrammetry and Remote Sensing, which Society shall be responsible to report biennially to the Council of the ISPRS for the proper conduct of the affairs of the trust.

## **THE OTTO VON GRUBER AWARD**

### ***Preamble***

On the initiative of Dr. Ir. W. Schermerhorn, the Board of the ITC Foundation decided on 26th September 1961 to set aside funds for the assignment of a periodic award in memory of Otto von Gruber. The award will be made in accordance with the following amended regulations which have been approved by the Board of Governors of the ITC Foundation and the Council of The International Society for Photogrammetry and Remote Sensing.

### ***Regulations***

#### **Article 1**

The Award shall be known as the Otto von Gruber Award and consist of a medal and a monetary grant. It will be made every four years to the author of a paper of outstanding merit in the photogrammetry, remote sensing and spatial information sciences. *A person may be given the Award only once.*

## **Article 2**

An applicant for the Award must meet the following requirements:

- a. The paper shall be written within the four years immediately preceding the year of the Congress of the International Society for Photogrammetry and Remote Sensing (ISPRS) at which the Award is to be presented.
- b. The applicant should not be older than 40 years on the opening day of the Congress and should have an academic degree in one of the disciplines relevant for scientific fields of ISPRS.

## **Article 3**

An applicant for the Award shall submit the paper to the President of the ISPRS at least six months before the opening of the Congress. The paper may be written in any language, but must be submitted to the President in one of the official languages of ISPRS. A copy of the application shall be sent to the Board of ITC Foundation.

## **Article 4**

A jury of individuals shall appraise the papers submitted to the President and, on the basis of a majority vote of the jury members, select the best paper, the author of which shall be the recipient of the Award. The jury shall be composed as follows:

- a. The President of ISPRS (who will have no vote except in the event of a tied vote);
- b. Three qualified individuals designated before each Award by the following authorities:
  1. The Council of the Deutsche Gesellschaft für Photogrammetrie und Fernerkundung (DGPF).
  2. The Council of the United Kingdom Remote Sensing and Photogrammetry Society (RSPSoc).

3. The Rector of the International Institute for Geo-Information Science and Earth Observation (ITC).

- c. If two of the jury members mentioned in paragraph b. wish to increase the number of members of the jury, the President of the ISPRS and the previous incumbent of the office each shall name a supplementary member who shall be of nationalities different from each other and different from German and British.

## **Article 5**

The jury is free to decide:

- a. that the Award be made to a person who has not submitted an application provided that the requirements stated in Article 2 are complied with;
- b. that no Award be made when, in its judgement, there is no paper of sufficient merit;
- c. that two Awards be made at one Congress when, in its judgement, the papers of two candidates are of equal merit.

## **Article 6**

The decision of the jury is final.

## **Article 7**

The result of the jury's decision shall be announced at a Plenary Session of the Congress and the Award shall then, whenever practicable, be presented to the recipient in person by the Secretary General or the President.

## **Article 8**

In case any translation of the above regulations gives rise to ambiguity, the English text will be decisive.

*Amendments approved by the Board of Governors of the ITC Foundation on 23rd January, 1986 and the ISPRS Council on 16th April, 1987.*

*Further amendments approved by the ITC Foundation, the UK RSPSoc and ISPRS Council on 17 June 2004*

# **THE U.V. HELAVA AWARD**

## **Preamble**

The publisher of the *ISPRS Journal of Photogrammetry and Remote Sensing* (herein referred to as 'the Journal'), Elsevier B.V., and Leica Geosystems GIS & Mapping, LLC, have agreed to jointly present "The U.V. Helava Award"\* to encourage and stimulate submission of high quality scientific papers by individual authors or groups to the Journal, to promote and advertise the Journal, and to honour the outstanding contributions of Dr. Uuno V. Helava to research and development in Photogrammetry and Remote Sensing. The award will be made in accordance with the following regulations.

## **Article 1**

The award, which consists of a plaque and a grant of SFr. 10,000, will be presented every four years to the author(s) of an outstanding paper on one of the topics

included in the scope of the Journal. The recipient(s) of the U.V. Helava Award shall receive the award only once.

## **Article 2**

Candidates for the award shall be authors of a paper written in English, and published exclusively in the Journal during the four year period from 1 January of a Congress year, to 31 December of the year prior to the next Congress (referred herein as 'the evaluation period'). For multiple authored papers, the grant shall be split equally among the authors; only one plaque will be given.

## **Article 3**

A five member jury, comprising experts of high scientific standing, whose expertise covers the main topics included in the scope of the Journal, shall be

proposed by the Editor-in-Chief of the Journal and approved by the ISPRS Council. Jury members shall be designated by ISPRS Council at its last meeting of the year prior to the Congress, for the four year evaluation period of the award. The Editor-in-Chief of the Journal shall serve as secretary of the jury, without voting rights.

#### **Article 4**

The Jury shall select the best paper published in the Journal for each year of the evaluation period (referred to herein as 'best papers'). The author(s) of the best papers shall be announced annually in the Journal, *ISPRS Highlights* and ISPRS WEB site. Individuals may receive recognition as authors of best papers more than once. At the end of the four year evaluation period, the Jury shall select the most outstanding paper of the four best papers of the evaluation period, for receipt of the U.V. Helava Award. The authors of the

three runner-up best papers shall receive a certificate and a one-year free subscription to the Journal.

#### **Article 5**

Members of the Jury and the Editor-in-Chief shall not be eligible to receive the U.V. Helava Award or 'best paper' award.

#### **Article 6**

The Award shall be presented to the recipient(s) by the President of ISPRS and a representative of each sponsor at a plenary session of the Congress.

\*The name "U.V. Helava" is used with kind permission from Mrs. Inkeri Helava and Dr. Heikki Helava

*Amendments approved by the Award Sponsors and ISPRS Council on 5 April 2004.*

## **THE GINO CASSINIS AWARD**

In 1999, the Italian Society for Surveying and Photogrammetry (SIFET) proposed to honour the work of Professor Gino Cassinis in ISPRS in teaching and research in photogrammetry for 40 years, and provides ISPRS with further opportunities to recognise the major scientific achievements of scientists working on ISPRS activities. All ISPRS Members are encouraged to consider appropriate candidates for this new Award who have significantly enhanced the mathematical and statistical foundations of the photogrammetry, remote sensing or spatial information sciences in the 4 years preceding the Congress.

The scientific work of Professor Gino Cassinis enhanced the mathematical and statistical foundations of the surveying and mapping disciplines. He served as President of ISPRS from 1934 - 1938, Congress Director of the 5th ISPRS Congress (Rome, 1938), and as President of ISPRS Technical Commissions for four terms. Furthermore he was elected as an Honorary Member of ISPRS. The Gino Cassinis Award, valued at Swf 2,500, was offered for the first time in Amsterdam in July 2000

#### **Regulations**

##### **Article 1**

The Award shall be known as The Gino Cassinis Award and shall normally be granted at each Congress of the International Society for Photogrammetry and Remote Sensing (ISPRS).

##### **Article 2**

The Gino Cassinis Award shall consist of a certificate and Swf 2,500, from the Italian Society for Surveying

and Photogrammetry. Presentation shall be made at an appropriate event, preferably a plenary session or General Assembly of the Congress.

##### **Article 3**

The recipient shall be a person who has significantly enhanced the mathematical and statistical foundations of the photogrammetry, remote sensing or spatial information sciences in the 4 years preceding the Congress. All nominations shall be supported by appropriate documentary evidence of the candidates work.

##### **Article 4**

Nominations for The Gino Cassinis Award shall reach the President of ISPRS not later than 6 months prior to the Congress at which it will be presented. Candidates may not self-nominate.

##### **Article 5**

The Jury of The Gino Cassinis Award shall consist of:

- The President of ISPRS (Chair of Jury)
- The Secretary General of ISPRS
- The President of SIFET or its nominee.

The Jury shall decide no later than 4 months before the ISPRS Congress. The decision shall be made by simple majority. The Jury may decide not to present an Award. The decision of the Jury shall be final.

##### **Article 6**

No Members of ISPRS Council or the Jury shall be eligible to receive the Award.

## **THE EDUARD DOLEZAL AWARD**

#### **Preamble**

In memory of Prof. Dr. Eduard Dolezal, the Austrian Society for Surveying and Geoinformation in 1992 has

established an award which will be presented according to the following regulations on the occasion of the Congress of the International Society for

Photogrammetry and Remote Sensing, beginning with the 18th Congress in Vienna.

Prof. Dr. Eduard Dolezal was born the son of a weaver on 2 March 1862 in Budwitz, Moravia, studied mathematics and physics in Vienna and in 1889 became a teacher of mathematics at the Technical Secondary School in Sarajevo, Bosnia. In 1905 he was offered a chair in practical geometry at the Technical University in Vienna. Three years later, in 1908, he was elected president of the University.

As early as 1896 he wrote a paper about "The Application of Photography to Practical Measuring Tasks". On 5 May 1907 he founded the Austrian and on 4 July 1910 the International Society for Photogrammetry. He served as first president of ISP until 1926. Dolezal founded the International Archives for Photogrammetry and edited the first six volumes (1908 - 1923). He also organized the first International Congress for Photogrammetry (24 to 26 September 1913) in Vienna. He died, showered with honors, on 7 July 1955 in Baden near Vienna.

Those who knew Dolezal always spoke highly of his social awareness, his visions, and his methodical work, all of which aimed at international cooperation. Thus it is fitting that this award named after the founding father of ISP(RS) should acknowledge these qualities. The Eduard Dolezal Award specifically encourages activities which, in a well organized way, permanently and effectively promote the photogrammetry, remote sensing and spatial information sciences. His social awareness will be emphasized by considering only candidates from developing and reform countries.

### **Regulations**

#### **Article 1**

The Eduard Dolezal Award is a grant for furtherance aimed to assist individuals or representatives of institutions from developing or reform countries to participate in the ISPRS Congress.

#### **Article 2**

The Eduard Dolezal Award consists of a certificate provided to ISPRS by the Austrian Society for Surveying and Geoinformation, complimentary registration provided by the respective Congress organizer, and a limited travel and expense grant from the Eduard Dolezal Fund. The grant is to cover travel and residence expenses for at least one participant to attend the Congress. In the case of short distance journeys, multiple grants may be awarded.

#### **Article 3**

The Austrian Society for Surveying and Geoinformation shall serve as trustee to the Eduard Dolezal Fund. The amount of grant funds available for

distribution will be communicated to ISPRS Secretary General nine months before each ISPRS Congress.

#### **Article 4**

Applications or nominations must include all the particulars noted in Article 5 and must be filed with ISPRS Secretary General no later than seven months before the beginning of an ISPRS Congress.

#### **Article 5**

Candidates for the Eduard Dolezal Award must meet the following requirements:

1. They shall have completed their studies in one of the branches represented by the ISPRS Commissions, with the foundation of their education in the subjects covered by the photogrammetry, remote sensing, and spatial information sciences.
2. They must present documentary evidence which demonstrates that they have permanently implemented a practical application of photogrammetry, remote sensing or GIS in an efficient manner; or which documents their outstanding success in a field that supports the photogrammetry, remote sensing and spatial information sciences.
3. They must be citizens of a developing or reform country.

#### **Article 6**

If multiple Eduard Dolezal Awards are granted, the winners must be of different citizenships.

#### **Article 7**

The jury for the Eduard Dolezal Award shall consist of:

1. The President of ISPRS (head of jury).
2. The Secretary General of ISPRS.
3. The President of the Austrian Society for Surveying and Geoinformation or its delegate to the ISPRS General Assembly.
4. A representative of the United Nations.

The jury shall decide no later than five months before the beginning of an ISPRS Congress. Decisions will be made by a majority. In the case of a tie, the head of jury casts the deciding vote.

#### **Article 8**

The Eduard Dolezal Award will be granted on the occasion of the ISPRS Congress by the President of ISPRS jointly with the delegate of the Austrian Society for Surveying and Geoinformation. The founding of ISPRS by Prof. Dr. mult. Eduard Dolezal shall be called to mind during presentation of the Award.

*Amendments approved by Austrian Society and ISPRS Council on 21 August 2003*

## THE SCHWIDEFSKY MEDAL

### **Preamble**

The Deutsche Gesellschaft für Photogrammetrie und Fernerkundung (DGPF) decided to present an award in memory of Prof. Dr. rer. techn. Dr.-Ing. E.h. Kurt Schwidefsky, honorary member of the International Society for Photogrammetry and Remote Sensing (ISPRS), which is called the (Schwidefsky Medal).

This medal will be awarded according to the following conditions:

### **Article 1**

Normally, the medal shall be awarded at each Congress of the International Society for Photogrammetry and Remote Sensing.

### **Article 2**

At any Congress the medal may be awarded to no more than two candidates (at the most).

### **Article 3**

The medal, manufactured in porcelain, will be presented to the recipient together with a certificate issued by the Deutsche Gesellschaft für Photogrammetrie und Fernerkundung.

### **Article 4**

Nominations shall be submitted to the ISPRS President no later than six months prior to the Congress at which it will be presented. Candidates may self nominate.

### **Article 5**

Recipients shall be persons who have made significant contributions to the photogrammetry, remote sensing and spatial information sciences, either through the medium of publication as author or editor, or in another form.

### **Article 6**

The Award is decided on by a selection committee consisting of the President of the Deutsche Gesellschaft für Photogrammetrie und Fernerkundung, the President of ISPRS and the Secretary General of ISPRS.

### **Article 7**

The medal will be awarded at an appropriate event of the Congress.

*Bonn, November 1986*

*Amendments approved by the DGPF and the ISPRS Council on 1 April 2004*

## THE SCHERMERHORN AWARD

### **Preamble**

In 1988 the "Nederlandse Vereniging voor Fotogrammetrie" instituted the Schermerhorn Award in memory of Prof. Dr. Ir. Willem Schermerhorn for the promotion of international activities in various areas of specialization of the photogrammetry, remote sensing and spatial information sciences.

### **Article 1.**

The scientific, technical and professional achievements of ISPRS depend to a very large extent on the results presented by working groups at symposia and congresses. Activities of working groups are the corner-stone of the functioning of ISPRS. The Schermerhorn Award will recognize contributions on the working group level.

### **Article 2.**

The Schermerhorn Award is granted to a member of a working group who, through his/her commitment, has achieved extremely worthwhile and successful scientific meeting(s) of a very high level, gaining sufficient interest (participation by several countries) and good reporting throughout the four year period up to an ISPRS Congress.

### **Article 3.**

The Schermerhorn Award shall consist of a plaque and monetary grant of 1,250 SFr provided by the Society "Geo-Information Netherlands."

### **Article 4.**

Normally, the award shall be presented to the winner at each quadrennial Congress of ISPRS.

### **Article 5.**

The Jury of five individuals is composed of the President of ISPRS (Chairman), a board member of Geo-Information Netherlands, the Rector of ITC, and a professor in the field of Photogrammetry, Remote Sensing and GIS of Wageningen University and Research Centre, and of Delft University of Technology.

### **Article 6.**

Nominations for the Award shall reach the President of ISPRS not later than six months prior to the Congress at which it will be presented. The Jury may itself nominate candidates. Candidates may not be nominated by themselves.

### **Article 7.**

The Jury may decide not to present any award. Decisions are made by simple majority vote. In case of a tie, the vote of the Chairman is the decision. The decision of the Jury is final.

*Amendments approved by GIN and ISPRS Council in April and ratified by ISPRS GA in July 2004.*

## THE SAMUEL GAMBLE AWARD

### **Preamble**

In 1984 the Canadian Institute of Geomatics (formerly Surveying and Mapping) resolved to sponsor an award in honour of Dr. Samuel G. Gamble, former President of the International Society for Photogrammetry and Remote Sensing and Director of the 1972 Congress. Establishment of the award was approved by the Council of the International Society for Photogrammetry and Remote Sensing in March 1985. The award is to be granted according to the following regulations:

### **Regulations**

#### **Article 1**

The award shall be known as The Samuel Gamble Award, and it will be granted at each Congress of the International Society for Photogrammetry and Remote Sensing (ISPRS).

#### **Article 2**

Up to three awards may be made at each ISPRS Congress.

#### **Article 3**

Nominations shall be submitted to the ISPRS Secretary General no later than six months prior to the Congress at which it will be presented. Candidates may not self nominate.

#### **Article 4**

A recipient of the award shall be a person who, like Dr. Gamble, has contributed significantly to the development, organization or professional activities of the photogrammetry, remote sensing and spatial information sciences, at the national or international level.

#### **Article 5**

The award shall consist of a certificate, issued by the Canadian Institute of Geomatics.

#### **Article 6**

The recipient(s) of the award shall be selected by a selection board consisting of the President of the Canadian Institute of Geomatics, or his or her nominee, and two individuals appointed by the Council of ISPRS.

#### **Article 7**

No member of the Council of ISPRS shall be eligible to receive the award while serving on the Council.

#### **Article 8**

The award shall be presented at an appropriate event of the ISPRS Congress.

*Amendments approved by the CIG and the ISPRS Council on 5 April 2004*

## THE WANG ZHIZHUO AWARD

### **Preamble**

The Chinese Society of Geodesy, Photogrammetry and Cartography (CSGPC) decided in 2004 to present a periodic award for encouraging advancement of the spatial information sciences in memory of Prof. Dr. WANG Zhizhuo, initiator of photogrammetry and remote sensing in China, Professor and Honorary President of Wuhan Technical University of Surveying and Mapping, a senior Academician of the Chinese Academy of Science, and elected Honorary Member of the International Society for Photogrammetry and Remote Sensing (ISPRS) in 1988.

### **Regulations**

#### **Article 1**

The award shall be known as The Wang Zhizhuo Award and shall consist of a medal and a monetary grant (SwF 2,500). It will be granted at each quadrennial ISPRS Congress to a person who has made significant achievement or innovation in the spatial information sciences.

#### **Article 2**

The significant achievement or innovation in the spatial information sciences shall be a proven contribution of whatever form; whether a fundamentally new theory or algorithm, a major completed program or project, some or a fundamentally new application. The value of the achievement or innovation should be proven not less

than two years or more than twelve years prior to the Congress at which the award is to be presented.

#### **Article 3**

The ISPRS Council shall issue an invitation for nominations of candidates to all Ordinary, Regional and Associate Members two years in advance of each Congress. Nominations are to be submitted in writing to the President of ISPRS at least six months in advance of the Congress and shall be accompanied by documentation describing the proven contribution in sufficient detail to enable full evaluation by the ISPRS Council. Candidates may not self nominate.

#### **Article 4**

The selection of the person to receive the award shall be decided by the ISPRS Council. The ISPRS Council may use whatever procedure it thinks fit to reach its conclusion, provided the final selection is made by unanimous vote.

#### **Article 5**

The name of the recipient of the award shall be announced at the Congress, and the award shall be presented to the person at an appropriate event of the Congress by a member of Council of ISPRS and a representative of the CSGPC.

*Award approved by the Council and ratified by the General Assembly in Istanbul, July 2004.*

## GUIDELINES

### CANDIDATES FOR MEMBERS OF THE COUNCIL

Individuals from any Member organization are eligible for nomination and election to positions on Council, but there are some practical considerations which must be taken into account.

1. Service as a member of the ISPRS Council is considered an honour. That means that it does not provide any salary to the incumbent. It is also a time-consuming function. The President, the Secretary General, and the Congress Director could easily spend full time on the tasks. However, realistically, one quarter to one half time is required by these positions. The two Vice Presidents and the Treasurer find that somewhat less time is required. Potential members of Council must be prepared to make these commitments of time.
2. It is essential that Council Members, particularly the President and Secretary General, are provided with secretarial assistance, preferably multilingual, but as a minimum fluent in one of the official languages of the Society - English, French and German. Experience has shown that about half time help is required. In general it has not been possible for the Society to pay salaries for secretarial assistance. Consequently it is necessary that the Member association or the Council member's employer is prepared to provide this amount of secretarial help.
3. Council members are required to attend a minimum of one Council meeting per year. These will usually rotate between the home locations of the officers. It is also desirable that

Council members, particularly the President, Secretary General and Congress Director attend some or all of the inter-Congress Technical Commission symposia. This means that Council members must be free to undertake international travel.

4. The Society operates on a very limited financial basis. It is therefore very useful if the officer's Member association or employer is prepared to support the international travel expenses required. However, no worthy individual would be rejected as a Council member because of inability to provide his/her own travel expenses.
5. Financial arrangements for the Society's Congress are the total responsibility of the host member. The Congress Director's related expenses for travel, secretarial assistance, communications, etc. should be included in the Congress budget.
6. Annual assessments of Members to the Society are paid in Swiss francs. These funds are during the current administration deposited in a Swiss bank account. It may also be feasible to have a bank account under the name of the Treasurer, and in his/her home location. Because the Society expenditures are international in scope, it is essential that the Treasurer be from a nation having freely convertible currency.

Members planning to nominate Council members should keep these considerations in mind.

### MEMBERS PLANNING TO HOST AN ISPRS CONGRESS

Member organizations willing to host a Congress of the International Society for Photogrammetry and Remote Sensing should consider the following items which are looked upon as prerequisite for a successful Congress operation:

1. The Member organization should designate an individual to serve as Congress Director who will have final responsibility for all aspects of the Congress operation. The Congress Director will establish a Congress committee which will organize the technical program, the financial aspects, the secretarial work, the scientific exhibit, the technical tours, the social events, the program for family members, and attend to special tasks such as press relations, travel bureau relations, etc.

2. The Member organization will have complete financial responsibility for all aspects of the Congress organization. The Society does not provide any funds for this purpose. Although budgeting arrangements will differ from one member to another, it has been customary that one-third of the Congress expenses is met by registration fees for individual participants, one-third by the fees paid by commercial exhibitors, and one-third by government subsidies with a total budget of about 3.5 million Swiss Francs.
3. In order to accommodate the Congress, the following physical facilities are required:
  - a. Hotel accommodation and restaurant facilities for approximately 2,000 persons with access to the meeting facility by public transport.

- b. One large meeting room for the opening ceremonies and plenary sessions to accommodate approximately 2,000 persons with simultaneous
- c. At least two meeting rooms for technical sessions with a capacity of approximately 500 persons in each room, and with simultaneous interpretation capability for the official languages of the Society.
- d. One room with capacity of 200 to 300 and simultaneous interpretation for the General Assembly. This room may also be used for technical commissions provided there is no time conflict.
- e. Several smaller meeting rooms without simultaneous interpretation for other technical commission meetings.
- f. A small office for each of the eight Technical Commission presidents and secretaries.
- g. Small meeting rooms or offices to conduct the business of the Council of ISPRS. Typing and copying service for the President and Secretary General.
- h. An exhibit hall to accommodate a net commercial exhibit of about 3000 m<sup>2</sup>.
- i. Exhibit space of about 1000 m<sup>2</sup> to accommodate scientific exhibits and poster sessions

## **GUIDELINES FOR HOSTING A TECHNICAL COMMISSION**

Ordinary Member organizations willing to host a Technical Commission should consider the following requirements.

1. The responsibilities and the main tasks of a Technical Commission are well defined in Statute XIII and Bylaw XIII of ISPRS.
2. The Member organization will have complete financial responsibility for all expenses incurred by the work of the Commission. Before submitting an application to the Society for a Commission, the Member must ensure that the necessary resources are available.
3. Members wishing to host a Technical Commission for the next four-year period shall submit an application to the Secretary General. It shall contain the name of the proposed Technical Commission President (TCP) and a provisional plan for financial arrangements.
4. The TCP should be able to spend considerable time on Commission work, especially during the months prior to the Symposium and the next Congress. The tasks of the Commission Secretary should be undertaken by a person who can work in close cooperation with the TCP.
5. It is essential that the Commission Board be provided with English speaking secretarial assistance. About 30 percent of the secretary's time will be needed for Commission affairs.
6. Technical Commissions are expected to host a Symposium in the second year between Congresses (See Appendix A.2 "Guidelines for Planning ISPRS Symposia"). The subject matter is to be related to the field of the Commission. When a Symposium is convened in a developing country the topics of other Commissions may be included in the Symposium, if pre-approved by Council. The Member organization must accept full responsibility for the financing of the Symposium. Registration fees may be charged as appropriate. A technical exhibit may be arranged, preferably within the scope of the Commission.
7. An ISPRS surcharge, the level of which will be determined by Council, will be imposed on all registrations at Commission Symposia, to contribute towards the costs of running the Society and introducing new developments.
8. The TCPs must be free to undertake international travel. They will be expected to attend joint meetings with the Council of the Society annually between Congresses. Also it may be necessary to hold Commission Board meetings with Working Group Chairpersons. All travel expenses of the TCP must be financed by the host country.
9. ISPRS Council and Honorary Members, the Chairperson of the Financial Commission and the Editor of the ISPRS Journal are entitled to register at Commission Symposia and Working Group meetings free of charge. It is expected that free accommodation will be provided to Council during the Symposium.
10. One of the Technical Commissions is expected to invite Council and Technical Commission Presidents to Council and Joint Meetings (comprising Council and Technical Commission Presidents and Secretaries) in conjunction with its Symposium. These meetings are normally scheduled for the last Symposium in the year, and have a duration of three to four days. Reports on Symposia, assessment of the performance of the Commissions, and planning for the forthcoming Congress will be important items of consideration at the Joint Meeting.

11. Before the General Assembly of ISPRS decides to allocate a Commission to an Ordinary Member, the proposed TCP shall present to the General Assembly the envisioned scientific and technical program for the Commission for the forthcoming four-year period.
12. The General Assembly will, in its election of Technical Commission hosts, consider the merits and experience demonstrated by the proposed TCP in activities such as having been the Chairperson of a Working Group, author of an invited paper, etc.
13. The proceedings of each Commission Symposium shall be published in the prescribed format as a Part of the Volume of *The International Archives of Photogrammetry and Remote Sensing*.
14. The TCPs are asked to support the Editor of the *ISPRS Journal*, for example, in soliciting technical papers, and serving as a referee of papers.
15. The TCPs are required to prepare an Annual Report as outlined in Appendix B.5, and are to ensure that summary reports of their Commission and WG events are submitted promptly for publication in *ISPRS Highlights*.
16. Furthermore, the TCPs are responsible for conformance by Working Group Chairpersons to the "Guidelines for Conducting a Working Group".
17. The Technical Commission V President, or a Council designee, will be an ex-officio member of the CIPA Committee, and as such will be required to attend the biannual meetings of the CIPA Committee.
18. Outgoing TCPs should be prepared to attend the post Congress Joint Meeting of Council and incoming TCPs if deemed advantageous to the operations of the Commission.

### **GUIDELINES FOR CONDUCTING A WORKING GROUP**

The President of a Technical Commission (TCP) and the Chairpersons of the Working Groups should consider the following requirements:

1. The TCP shall be fully responsible for organizing the Working Groups and selecting the Chairpersons/Co-Chairpersons taking into consideration for the resolutions which have been approved by the General Assembly.
2. The TCP shall use his/her leadership to guide the Chairpersons/Co-Chairpersons in well defined directions with respect to the terms of reference.
3. The TCP shall suggest that the Chairpersons/Co-Chairpersons select active members of a Working Group after consideration of the talents and achievements of the members and the international balance of the group.
4. The Chairpersons/Co-Chairpersons shall be financially capable of attending the mid-term symposium of the relevant Technical Commission as well as the following Congress to report on Working Group activities.
5. Each WG Chair or Co-Chair shall organize one or more workshops, conferences or tutorials, preferably in odd-numbered years but at least four months from the mid-term symposia between the Congresses, in cooperation with the TCP. The dates for such meetings shall be approved by the Secretary General of the Society.
6. The Chairpersons/Co-Chairpersons shall recommend to the TCP candidates to present invited papers at the mid-term Symposium and/or the Congress.
7. The Chairpersons/Co-Chairpersons shall report annually to the TCP according to Bylaw XIII, 13. In addition, the Chairperson/Co-Chairpersons shall report on the WG activities at the mid-term Symposium and the Congress.
8. The TCP shall review and evaluate the activity of each Working Group and report to the Council annually.
9. The TCP may replace in consultation with the Council, any Chairperson who has not been active and who has not contributed to the work of the Commission.
10. The TCP may reorganize the Working Groups in consultation with Council.
11. The TCP shall communicate with the Ordinary Member correspondents concerning the Working Group activities of the Commission.
12. The TCP shall organize a Resolutions Committee in cooperation with Working Group Chairpersons/Co-Chairpersons and prepare draft scientific and technologic Resolutions for consideration before the last Joint Meeting of TCPs with Council. The Resolutions shall conform to the standard form of the "Guidelines for Proposing ISPRS Resolutions." The TCP shall submit a final draft of Resolutions to the First Vice-President in due time for the Congress.

## TERMS OF REFERENCE FOR SUSTAINING MEMBERS

1. Sustaining Members are individuals, organizations, institutions or agencies who manufacture or distribute instruments, equipment or supplies, or who operate or provides services in the fields of photogrammetry, remote sensing and/or GIS, or who are engaged in research and/or education, and who contribute to the financial support of the Society.

2. Sustaining Members shall pay an annual fee according to the invoice from the Treasurer at the beginning of each calendar year. There shall be four categories as follows:

### Category

<b>A</b>	more than 750 employees	2,800 Swiss Francs
<b>B</b>	101 - 750 employees	1,400 Swiss Francs
<b>C</b>	26 - 100 employees	700 Swiss Francs
<b>D</b>	1 - 25 employees	350 Swiss Francs
<b>E</b>	Educational Institution	250 Swiss Francs

Sustaining Members are encouraged to increase their contribution but such additional contributions will not change the category of membership. A Sustaining Member who is more than two years in arrears shall be dropped from the rolls.

3. Applicants for status as Sustaining Members shall file with the Secretary General a written statement (less than 1000 words) describing their photogrammetric and/or remote sensing activities. Applicants shall commit to membership for a minimum of four years. Application shall be approved unless two or more members of Council submit objections in writing. Any such objections shall be forwarded to the applicant who shall have right of rebuttal.

4. The Secretary General will maintain a list of current Sustaining Members and the description of their activities. This information will be printed in appropriate Society publications. A Sustaining Member may revise the description of activities whenever it may be necessary.

5. At an appropriate time near the end of each Congress, the current Congress Director will schedule a meeting of the Sustaining Members to review the exhibit and other congress activities. The current Congress Director or his

representative shall preside at this meeting. The incoming Congress Director will be an observer.

6. Approximately two years before each Congress, the Secretary General will schedule and invite to a meeting of the Sustaining Members at an appropriate time and place. A preliminary agenda for the meeting will be attached to the invitation. A member of the ISPRS Council, preferably the Congress Director, shall preside at this meeting. Not less than 8 weeks before this meeting the Congress Director will distribute to the Sustaining Members a written description of the plans for the next Congress.

7. Not less than 4 weeks before the inter-Congress scheduled Meeting, Sustaining Members shall inform the Secretary General in writing of any items they wish included on the agenda and the name of their delegate. Voting by proxy shall be allowed provided it is designated in writing to the Secretary General in advance of the meeting. For the Congress meeting, designation of delegates and proxies may be made during the Congress.

8. At any meeting of the Sustaining Members, the number of votes will be determined by membership category as follows:

<b>Category</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D-E</b>
<b>Votes</b>	8	4	2	1

In matters related to the Congress, deliberations of Sustaining Members shall be advisory only; the Congress Director has final authority for all Congress plans.

9. Sustaining Members will be provided with a suitable Certificate and shall have the right to indicate in their business and professional publications that they are Sustaining Members of ISPRS.

10. Amendments to these Terms of Reference which do not result in conflict with articles in the Statutes and Bylaws may be adopted by majority vote at any meeting of the Sustaining Members.

11. The Council recommends that the Congress Director provide exhibition space at the Congress Sustaining Members at a discount rate.