

IUSS BYE-LAWS

December 2018

1. Definitions of the Bye-laws.

Bye-laws are secondary to and supportive to the Statutes, and cannot contradict Statutes (Statute A5). The purpose of Bye-laws is to govern the detailed interpretation of the Statutes, and set rules for subjects that the Statutes do not deal with. They can be altered more easily and more frequently than the Statutes, as conditions change or experience is gained. Changing a Bye-law requires only a simple majority of the IUSS Council on a formal motion, whereas changing a Statute requires a 2/3 majority on a postal and/or electronic ballot (Statute M1).

2. President, President-Elect and Past President.

The Union shall have a President who will be an outstanding soil scientist of international standing, who has financial support from his institution or National Member. The President will serve for two years with the role of providing scientific leadership and representing the Union at international meetings. The President-Elect who will be elected shall serve in this role for a period of two years providing support to the President on the organisation and management of the scientific activities of the Union. After two years, the President-Elect will succeed to the role of President. After two years as President, he/she will succeed to the role of Past President and serve in this capacity for two years. The President-Elect and the Past President will support the President in running of the Union.

3. Vice President (Congress).

The role of the Vice President (Congress) is to lead the National Committee of the host country for the World Congress of Soil Science, providing leadership in the development of the scientific programme and the logistical aspects of the WCSS. The host country will nominate a person who will be confirmed by Council. In addition, the Vice President (Congress) will be a member of the President's Committee. The Vice President (Congress) serves from the end of the preceding Congress to the end of the Congress for which he/she is elected.

4. Divisions, Commissions, Working Groups, and Standing Committees.

The Secretary maintains an up-to-date list of the full Scientific Structure at all times. Changes will be published in the Bulletin or on the IUSS website as soon as possible.

4.1 Divisional Structure.

The Divisions are:

- D1. Soils in Space and Time
- D2. Soil Properties and Processes

- D3. Soil Use and Management
- D4. The Role of Soils in Sustaining Society and the Environment

4.2 Organization of the Scientific Structure.

- D1. Soils in Space and Time
 - C1.1 Soil Morphology and Micromorphology
 - C1.2 Soil Geography
 - C1.3 Soil Genesis
 - C1.4 Soil Classification
 - C1.5 Pedometrics
 - C1.6 Paleopedology
- D2. Soil Properties and Processes
 - C2.1 Soil Physics
 - C2.2 Soil Chemistry
 - C2.3 Soil Biology
 - C2.4 Soil Mineralogy
 - C2.5 Soil Physical/Chemical/Biological Interfacial Reactions
- D3. Soil Use and Management
 - C3.1 Soil Evaluation and Land Use Planning
 - C3.2 Soil and Water Conservation
 - C3.3 Soil Fertility and Plant Nutrition
 - C3.4 Soil Engineering and Technology
 - C3.5 Soil Degradation Control, Remediation, and Reclamation
 - C3.6 Salt Affected Soils
- D4. The Role of Soil in Sustaining Society and the Environment
 - C4.1 Soil and the Environment
 - C4.2 Soil, Food Security, and Human Health
 - C4.3 Soil and Land Use Change
 - C4.4 Soil Education and Public Awareness
 - C4.5 History, Philosophy, and Sociology of Soil Science

Divisions, Commissions and Working Groups, with their Chairpersons and Committees are defined in Statutes G1-G8, H1-H4, and I1-I5. The titles of the Divisions and the duties and functions of the Divisional Chairpersons and Committees are defined in the Bye-laws. The duties and functions of the Commission and Working Group Chairpersons are also defined in the Bye-laws.

However, their title identities are not defined herein as these should respond to the views of the relevant members and to new developments in science. Accordingly, Council can decide changes in these as part of normal business, on the basis of proposals made by the Divisions to the Executive Committee (Statute G5 or I1).

4.3 Duties and functions of Divisional Chairpersons and Committees.

Supervisory.

Their task is to ensure that the Division and its Commissions and Working Groups (if any) operate effectively and with appropriate activity; they collaborate in an interdisciplinary manner amongst themselves and with other Divisions or parts thereof; they organize appropriate scientific meetings between IUSS World Congresses, alone or in collaboration; and they collaborate with Congress Committees and other relevant parts of the IUSS. The Division Chair should ensure that Commissions complete annual reports and that a summary report is sent to the Secretary for publication in the Bulletin or on the IUSS website with a copy to the Executive Committee. This report should be completed by January 30 each year.

Strategic.

Their task is to be proactive considering wider changes in relevant sciences, make necessary changes in the Divisional structure through the Executive Committee and Council, and to address other initiatives. They should also ensure appropriate links and collaborations with related but non-IUSS science bodies.

Representational.

The task of the Divisional Chairpersons is to represent the members and component bodies of the Division to and in Council and the Executive Committee. The Divisional Chairpersons and Divisional Committee should make sure that the Council and the Executive Committee are well informed, and that the interests of the Division are well served. They should also help in representing Soil Science to a wide external audience.

Organizational.

Their task is to maintain good contact with the President's Committee and Executive Committee of IUSS, and to ensure that the Divisions play their part in the general activity of the IUSS, including the organisation of Soil Congresses, the provision of assistance to soil science in developing countries, and any other initiatives. They are accountable at the end of each year directly to the President's Committee.

Divisional and Commissions Prizes.

Establish and bestow prizes and awards within their disciplines to soil scientists of great distinction and international reputation, within their respective Division or its Commissions. These will be recognized at the World Congress of Soil Science.

4.4 Duties and functions of Chairpersons and Committees of Commissions.

These are defined in Statute H1 and H2. It is the function of Commissions to organise meetings of all types, as agreed with the Divisional Committees, to maintain contact with members, and to collaborate with other Commissions. They should also take a full part in running the Divisions, particularly as Commission Chairpersons are members of the Divisional Committees. Joint Commissions between two or more Divisions are possible. Respective Chairpersons of Joint Commissions would then be representatives on respective Divisional Committees. The Chairperson shall complete an annual report and send it to their respective Division Chair. Reports should be completed by December 30 of each year.

4.5 Duties and functions of Chairpersons and Vice Chairpersons of Working Groups.

These are defined in Statute I1 and I2. The duties and functions are to ensure that each Working Group is properly established and has membership in at least one Division. Each Working Group should hold at least one meeting between consecutive Congresses of Soil Science, and show an appropriate level of scientific activity. It should provide an annual report on its past and future activities to the Divisional Chairperson(s) before December 30.

4.6 Standing Committees.

These are defined in Statute F1. Council sets up a Committee when it feels that it is likely to need advice or supporting work on a given subject indefinitely into the future. The Executive Committee will present a list of Chairs of the Standing Committees to Council for approval. The Council appoints the Committee Members. Chairs of the Standing Committees can be appointed several times. Members other than the Chairs of a Standing Committee may be reappointed by Council and normally serve for not more than two terms of four years each. The title 'Standing Committee' should not be used for a short-term investigation, where the preferred title is "Task Force", or for a scientific group, where "Working Group" is more appropriate.

4.7 IUSS representatives to other Organizations.

IUSS is a member of ICSU (the International Council for Science) and through ICSU has representatives on a number of bodies SCOPE, IGBP, and CODATA together with links with other Unions (e.g. IUBS, IGU, IUGG, IUGS, and IUPAC). Representatives are appointed by the President subject to ratification by

the Executive Committee normally to serve for four years or for the duration of the activity if it is less than four years. Representatives may be reappointed for several terms. All of the appointed representatives will submit an annual report of their activities to the Secretary by January 30 of each year. These reports will be published in the Bulletin of the IUSS or on the IUSS website.

5. Elections of officers for Divisions, Commissions, and Working Groups [See Statutes K1-K8].

5.1 Elections, candidates and nominations.

- a) **Members** (as defined in Statute B) who are in good standing with a National Soil or Geoscience Society with close affiliation with the discipline of soil science can take part in the voting procedure. It will be the responsibility of the Adhering Organization or National Society to determine who is in good standing and is eligible to vote.
- b) **Members** can vote for as many different officers as they feel comfortable. Voting will be conducted according to the schedule outlined in 5.2 a.
- c) If **Members** have joined more than one National Society, they must choose one of these, and ensure that they are registered to vote with this one by the National Society. The records of **Individual Members** (Statute B3), **Life Members** (remaining from the ISSS), and **Honorary Members** (Statute B7) will be held centrally by the Treasurer. The **Full** or **Associate Members** will maintain lists of other **Members**.
- d) The Divisional Nominating Committees shall normally consist of the Chair and Past Chair of the Division as well as one member from each commission within the Division, plus one additional Member from the IUSS President's Committee or Chairs of the Standing Committees. Full Members may propose candidates to the Divisional Nominating Committees. Divisional Nominating Committees shall submit nominations to the Electoral Committee by May 1 of the year preceding the Congress for all officers within the Division including all the Commissions within the Division (Statutes K2). If any candidate is discarded by the Nominating Committee, the reason must be given. Nominations of candidates will be accompanied by a short statement describing the candidate's contribution to Soil Science and IUSS and their views on the development of Soil Science. Every effort shall be made to have a broad geographical representation of nominees. The screening of potential nominee candidates should result in two nominees for each position. Members cannot be nominated for more than one position. Candidates to be nominated cannot be members of the Nominating Committee.

- e) Any person nominated as a candidate must be a **Member** in good standing as defined in Statute B2, B3, B4, and B7.
- f) The host country shall nominate members who are in good standing for the First and Second Vice-Chairpersons of each Division 4 years before the Congress they will host (Statute G3). These candidates will be presented to the Electoral Committee for ratification.
- g) The Electoral Committee shall ensure that there is a full list of acceptable names for all offices and that the ballot has a broad geographical representation of candidates. They need to ensure that there are at least two candidates for each office; there may be three but two is preferable. Council has the right to submit names to the Division Selection Committee for consideration. If there are not two candidates or if the geographic distribution on the ballot is not geographically representative, the Electoral Committee may add names to the ballot or remove names from the ballot as needed to have the desired geographical representation.
- h) Honorary Members, as defined in Statute B7, will be nominated by any Full Member or Honorary Member and this material shall be sent to the Secretary at least 6 months before the Inter-Congress meeting of the Council. The material shall not be more than 2 pages long and should show the background of the individual and his or her service to the IUSS and the impact that this person has had internationally on soil science. The nominations should be distributed to the Council members at least three months before the Inter-Congress meeting. Elections shall take place by secret ballot among Council members present for the Inter-Congress meeting and the results announced in the Bulletin after the Inter-Congress meeting. The president will send a letter to the elected Honorary Members informing them of their selection. The new honorary members will be recognized with a certificate at the next World Congress of Soil Science. Council members will vote only for candidates they consider to have the requirements of a Honorary Member of the Union. Successful candidates must receive more votes than a number equivalent to half of the number of eligible voting members attending the Council Meeting.
- i) Any proposal for expulsion shall be formally brought to the attention of the Council in the form of a specific motion/agenda item with supporting evidence and shall be scrutinized carefully before voting.
- j) If a vacancy occurs in the Divisional Vice Chairs, the host country will nominate a candidate. The candidate will be presented to the Electoral Committee for ratification.

- k) Where any vacancy occurs between normal election times (other than Divisional Vice Chairs (Item 5.1J)) the Divisional Electoral Committee shall receive nominations and draw up a list of candidates (normally two). This list will be presented to Council for a vote (which can be postal or electronic).

5.2. Voting procedure.

- a) Elections for the Divisional and Commission officers will be conducted on a one vote per individual in each National Member Society. Voting will be completed 6 months before the World Congress of Soil Science. Organizing the voting will be the responsibility of the National Society (**Full and Associate Members**). Upon completion of the voting the Full and Associate Members will provide the Electoral Committee with the names of each Division and Commission candidate who received the most votes from their Members. Precise guidelines for the voting procedures will be distributed to Members by the Secretariat 6 months before the elections take place.
- b) Election of Working Group officers shall be organized by the outgoing Chairperson and results of Working Group elections will be reported to the Secretary.
- c) The Secretariat in concert with the Electoral Committee shall develop a procedure for the counting of all the votes.

5.3 Electoral Committee.

- a) The responsibility of the Council to oversee the elections is delegated to the Electoral Committee consisting of a Chairperson appointed by Council (usually the IUSS President), the Past-President, acting as Secretary, The Chair of the Statutes and Structure Committee, and one member from each Division (who is not a candidate for election). The Division will nominate its candidate for the Electoral Committee at a Divisional Committee meeting. The Electoral Committee will consolidate all nominations from the Divisional Committees to ensure a geographic distribution. The Electoral Committee will prepare ballots that will be distributed to all Full and Associate **Member Societies** approximately one year before the upcoming World Congress of Soil Science for distribution to all individual Members so that voting can be carried out as defined in the Statutes (K3). The ballots will include a brief (one paragraph) CV for each of the candidates.

b) The Electoral Committee shall receive all the ballots from all the voting constituencies. There will be one vote for each member and not adjusted in any manner to reflect the number of members in a National Society (Note Members are defined in the Statutes item B2 and B3 and voting is defined in K4). Those having the majority of votes cast will then be declared elected. The names of those elected shall be notified officially by the President and shall be published in the Bulletin and on the IUSS Website.

6 Activities of IUSS between World Congresses of Soil Science

6.1 Divisions.

Each Division is expected to organise a reasonable number of scientific meetings in appropriate science areas between Congresses, each under the aegis of the Division or one of its Commissions. Working Groups will notify the Division(s) with which they are associated of their scientific activities. Informal and small meetings require no notification or permission, but formal meetings will be considered official activities of the IUSS and should be ratified by the Division(s) at least 6 months in advance and this information transmitted to the Secretary. The IUSS logo can then be used. The Meetings will be publicised in the Bulletin and on the IUSS website. Other assistance may be provided upon request and approval of the President. It is acceptable and may be desirable for such meetings to be organised in collaboration with other relevant scientific bodies. Attendance at all such meetings must be open to all members of the IUSS. The attendance and a summary of the specific activity should be reported as part of annual Divisional activities.

6.2 Standing Committees.

Standing Committees should keep the President, President's Committee and Executive Committee informed of their activities throughout the Inter-Congress period, and should report on their work at Council meetings. Chairs of Standing Committees are proposed by the Executive Committee for approval by Council. Membership of the Standing Committees should consist of soil scientists of good standing with international experience and reputation and should seek a broad geographical representation. The current Standing Committees are:

Statutes and Structure Committee (SSC).

The committee reviews the operations of Statutes and Bye-Laws at regular intervals and suggests to the President's Committee changes, which will assist the smooth and efficient operations of IUSS. The Chair and the Committee provide information to members on the operating procedures of the Union.

Budget and Finance Committee (BFC)

The committee has oversight of all budgetary and financial matters of the Union and develops an annual budget and projections for future years. These are presented at regular intervals to the Executive Committee and to Council. Together with the Treasurer the Committee will review annually the Union's investments, the distribution between equities and bonds, and make a recommendation to the President's Committee. Initially, the distribution between equities and bonds will be 30%-70%. On an annual basis, the Committee will review the balance between equities and bonds in the investment and recommend to the Executive Committee changes in the distribution.

Prizes and Awards Committee (PAC)

The committee initiates the call for nominations for the IUSS awards. On receipt of the nominations they evaluate and submit the names of award winners to the President. They may request assistance from the Divisional Chairs in the evaluation process. Nominations are requested after the Inter-Congress by announcements in the bulletin, IUSS Alerts and on the Website. The announcement will establish the timetable for when the nominations need to be submitted. The President will inform nominators of the decision of the Committee and the President will inform the recipients of the awards and make the necessary arrangements for presentations of the awards at the IUSS World Congress of Soil Science. Nominations will be submitted electronically.

Committee for Presidential Elections (CEP)

The membership of the committee will consist of soil scientists with a strong international reputation and considerable experience in management and leadership. The committee will provide guidance on the criteria required to be President of IUSS and solicit from the Executive Committee, National Members, Divisions and Commissions candidates for the position of President-Elect. The Committee will review the nominations and produce a shortlist of candidates which will be presented to the Executive Committee. The Executive Committee will review the list before forwarding it to the Council for consideration and voting. An electronic vote of Council will be held before the Inter-Congress/Congress. The President-Elect will take office on January 1 following the Inter-Congress/Congress meeting and serve for two years. He/she will then serve as President for two

years followed by service as Immediate Past President for two years. The successful candidate should achieve 50% + 1 of the votes cast. In 2012 the electronic selection of the President will take place immediately after the Inter-Congress meeting.

6.3 Treasurer

The Treasurer will be appointed by the Council based on a list of candidates determined by a Task Force appointed by the President to develop a list of suitable candidates for the said Office. The Treasurer is a member of the Executive Committee and Council and serves at the pleasure of Council. The Treasurer maintains the accounts of the Union, reporting to the Budget and Finance Committee and the President's Committee on a regular basis. The audited accounts are presented to the Executive Committee annually and to the Council at Inter-Congress and World Congress of Soil Science Meetings of Council. The treasurer together with the Chair of the Budget and Finance Standing Committee produces an annual budget, which is presented to the Executive Committee and the Budget and Finance Standing Committee towards the end of each or in the first weeks of each Calendar Year. The Treasurer is responsible for ensuring that the Union's financial arrangements are legal and transparent. The Treasurer is a member of the Presidential Committee.

7. Union Languages.

7.1 Business Language.

The business language of IUSS, in which Council and Committee business is transacted and official papers are published, is English. An adhering organization may distribute part or all of the official papers in the original form (English) or their own language(s).

7.2 Congress Language.

The language of the World Congress of Soil Science is English. The host country may use its own language, but must arrange for appropriate translations into English.

8. IUSS Logo.

The Union logo will be used on all official documents of the IUSS. This should also be used on all materials sanctioned by the IUSS. Any changes to the IUSS logo must be approved by Council.

9. Funding and Council Budget Control.

9.1 Standard Scale Points.

The IUSS shall have a standard set of scale points (S) dependent upon the wealth of the country in question (Statute L3) for admission as a **Full Member** or an **Associate Member**. The three scale points shall be in the ratio to each other as 1:3:5. Council shall periodically review this scale, at least at each Congress, and on the advice of the Budget and Finance Committee and the Executive Committee, may adjust all scale points. The General Rate R is a multiplier that is applied to all subscriptions *pro rata*, and will be used to alter the total subscription income of the IUSS.

Countries are classified as Group I (High-income country), Group II (Middle Income country), or Group III (Low Income Country) depending on a combination of their Gross National Income (GNI) per capita from the World Bank: <http://databank.worldbank.org/data/download/GNIPC.pdf> and their Gross Domestic Product (GDP) per capita from: <http://data.worldbank.org/indicator/NY.GDP.PCAP.CD>. The BFC uses the scales set by these two sources to establish the economic group classification (I, II or III) for each country.

9.2 Budget Negotiations

Each adhering organization will enter the IUSS at a scale point S determined in negotiation between the Budget and Finance Committee in consultation with the President-Elect of IUSS and the adhering organization (Statute L3). The Budget and Finance Committee through its Chairperson shall take leadership in securing **Full Members** (as in Statute B1), **Individual Members** (as in Statute B3), **Associate Members** (as in Statute B4) and **Sustaining Members** (as in Statute B5) into the IUSS. The Budget and Finance Committee shall make recommendations to the President's Committee and Executive Committee for concurrence concerning financial matters of entry. Every attempt should be made for equity of subscription rate, but those countries with the ability to contribute beyond their designated scale points should be strongly encouraged to do so in negotiations between the Budget and Finance Committee and adhering organization. This scale point shall be reassessed in the same way before each World Congress of Soil Science. If agreement cannot be reached, the case may be appealed to Council, whose decision shall be final. Adhering organizations in temporary financial hardships may be given special consideration by the Budget and Finance Committee in consultation with the Secretary.

9.3 Annual Subscriptions of Full Members

The annual subscription of a **Full Member** shall be calculated as equal to US\$ (SxNxR) where S is one of the three scale points (Group I S= 5; Group II S= 3; Group III S= 1), N is the number of members in the Full Member, and R is the General Rate, which is the same for all **Full Members**. Through 2014- 2016, R =

1.55 and the US \$(R*S) for Full Members are US \$7.75, \$4.65, and \$1.55 for Group I, II, and III members, respectively.

9.4 Annual Subscriptions of Individual Members, Associate Members and Sustaining Members.

The Budget and Finance Committee in consultation with the Secretariat will determine the subscription fee for **Individual Memberships, Associate Members, and Sustaining Members.**

The rate for **Individual Members**, commencing 2012 through 2014, will be \$25 per member.

The annual subscription of an **Associate Member** shall be calculated as equal to US\$(SxNxR), where S is one of the three scale points, N is the number of members in the **Associate Member**, and R is the General Rate, which is the same for all Associate Members. In 2012, R = 1.55 and the US\$(R*S) rates for **Associate Members** are US \$7.75, \$4.65, and \$1.55 for Group I, II, and III members, respectively.

The rate for **Sustaining Members** through 2016 is US \$775.00.

9.5 Annual Budget.

The Budget and Finance Committee shall prepare an annual operating budget for approval by the Executive Committee.

10. Life Membership.

Members who have previously taken out **Life Membership** in ISSS will continue as **Life Members** of IUSS, and will receive all due rights and amenities.

11. Cooperating Journals.

The IUSS may form a link with well-established international scientific journals of high reputation. These will be called Cooperating Journals of the IUSS. In return, it is expected that these Journals will be made available on favourable terms to IUSS **Members** (Statute B2), **Individual Members** (Statute B3), **Associate Members** (Statute B4) **Life Members** (remaining from the ISSS) and **Honorary Members** (Statute B6), and that the Journals will make a regular financial contribution to the IUSS.

12. Recommendations/Resolutions for World Congress of Soil Science.

Drafts need to be submitted by a **Full** or **Associate Member** in writing to the Past-President at least 6 months before the meeting of Council at which time the proposal(s) will be discussed. These proposals will be sent by the Past-President to the Executive Committee for review so that the Executive Committee can make a recommendation to the full Council. The Council will discuss the drafts and make changes they deem appropriate and the vote to approve or disapprove the drafts.

13. Changes to the Scientific Structure of the IUSS.

Members representing 10 **Full Members** of the Union may submit to the President a proposal for change in the scientific structure of the IUSS. The Divisional Committees may make recommendations for changes within their respective Divisions as defined in G5 of the Statutes. The Executive Committee will consider each proposal before it is sent to Council with its recommendations. All proposals must be submitted to Council members at least one year before the meeting of Council at which the proposal(s) will be discussed.

14. Inter-Congress Meeting.

The Inter-Congress Meeting of the Council is held every 4 years at the venue of the upcoming World Congress of Soil Science 2 years before the Congress. The major purpose of this meeting is a business meeting of the Council. However, at the discretion of the host country, it can be linked to a symposium or other scientific activity that is a topic of general interest to soil science.

15. Succession of Divisional and Commission Officers.

The First Vice Chairperson shall succeed the Chairperson of a Division or Commission if the said officer shall be incapacitated, resign, or judged to be unfit to serve by Council. Divisional Electoral Committees shall receive nominations and draw up a list of candidates (normally two) to fill any offices not filled by succession. This list will be presented to Council to vote.

16. Membership in ICSU.

As a member of ICSU, IUSS adheres to the principles of ICSU and supports the free circulation of scientific ideas and scientists and the other provisions as defined by ICSU.

17. Profit sharing IUSS World Congress of Soil Sciences.

The proportion of the profits paid to the IUSS by the Local Organizing Committee shall be 50%, not including the repayment of front-end costs provided by IUSS.

18. IUSS Bulletin.

The Secretariat of IUSS shall produce, twice per year, a Bulletin which will present information about the organization of the Union, reports on activities within the Union, its Divisions, Commissions and Working Groups, reports on activities in other related Unions, and any other information which may be of interest to members of the Union (including reviews of books and other publications). The Bulletin will be published on the Union's website.

19. IUSS Website.

The Secretariat of IUSS shall maintain the Union's website and have broad editorial control over the content.

20. Task Force

The duties of a Task Force are defined by the President or Executive Committee when a Task Force is created. The number of members of a Task Force is at the discretion of the President or Executive Committee as are the members but it is expected that said members will be representative of the IUSS and in most cases, the members will not be members of the Executive Committee. A Task Force is set up for a specific purpose and for a specified length of time.

Examples of possible Task Forces and duties are one for the search for Treasurer. Another example is a Task Force to develop a procedure for direct voting of Members for all officers not appointed by the Council. A WWW based voting system is needed and a procedure needs to be set up. Several National Societies use this type of system, as do other large Organizations. The Task Force should exactly spell out all rules, investigate how web voting should be done (by automatic check of IP addresses etc), and use electronics to speed up the whole process.

21. Secretariat Duties

The Secretariat of IUSS will work closely with the President. Whereas the President will be responsible for the scientific leadership of the IUSS, the Secretariat will manage the activities of the IUSS and support the organizers of the World Congresses of Soil Science. Specific tasks of the Secretariat include: administrative support of the President in leading the IUSS; administrative support for the divisions and commissions; contact point for the members of the IUSS and cooperating partners; coordination of the correspondence of the IUSS; maintenance of the IUSS website; production of the IUSS newsletter and IUSS Bulletin; administrative support associated with collaborations with other international unions and organizations; and acquisition of projects for capacity building. The Secretariat will be assisted by an Assistant Secretariat.

22. President Duties

The President is the public face of the Union, represents IUSS in meetings (e.g., ICSU, UN bodies, national academies) and other fora; attends National Soil Science meetings; articulates the value and importance of soils and the discipline of soil science; presents public statements (including press releases) which are agreed by the Union ;and is responsible for the implementation of the IUSS Strategic Plan.

23. President Elect

The President-Elect is the first deputy of the President, is responsible for fund raising, plays a key role in outreach with the Unions, among Member Societies and to the wider community, and is a member of the Budget and Finance Committee.

24. Past-President

The Past-President is the second deputy of the President, is the IUSS liaison with the organizing committee of the next World Congress of Soil Science (principally with the Vice President), and serves as a link within the President's Committee to the Centenary Project in 2024 and for future projects.

25. Submissions for Host Countries.

Initial information will include proposed timings and venues, brief details of how the National Society will manage the Congress and information relating to any financial support available, and a summary of the range of activities that might be included in the program in addition to normal scientific activities.

26. Approved Working Groups.

Division 1:

Cryosols

Digital Soil Mapping

Digital Soil Morphometrics

Global Soil Map

Proximal Soil Sensing

Soil Information Standards

Soil Monitoring

Universal Soil Classification

World Reference Base

Division 2:

Critical Zone System

Soil Modeling Consortium

Division 3:

Acid Sulphate Soils

Forest Soils

Land Degradation
Modelling of Soil and Landscape Evolution
Paddy Soils
Soils of Urban, Industrial, Traffic, Mining and Military Areas (SUITMA)

Division 4:
Cultural Patterns of Soil Understanding

27. IUSS Awards

IUSS awards the Dokuchaev, von Liebig and Jeju Awards every four years. These awards will be made for outstanding research accomplishments in the field of soil science and substantial contributions to IUSS. The awards consist of an engraved medal, a certificate, a US\$ 1000 honorarium, and financial support to attend the presentation at the WCSS.

Nominations for these awards may be made by National Members, Divisions, Commissions, and individuals. Nominations must include a detailed curriculum vitae (giving full details of research accomplishments) and reference letters from three distinguished scientists. The nomination should not exceed 10 pages.