

Articles of Association

Korean Medical Physics Certification Board (KMPCB)

Established Feb. 1, 2015

Amended Jul. 31, 2015

Amended Mar. 21, 2023

Chapter 1. General Provisions

Article 1 (Name)

The name of the organization shall be the Korean Medical Physics Certification Board (hereinafter referred to as the "KMPCB").

Article 2 (Purpose)

The KMPCB aims to promote professional growth of medical physicists and thereby contribute to the development of radiation medicine and improvement of public health by evaluating education and training programs for fostering competent medical physicists in clinical settings and by providing and administering qualifying examinations for medical physicists.

Article 3 (Objectives)

The objectives of the KMPCB to achieve the purpose set forth in Article 2 shall be as follows:

1. To establish qualification requirements and accreditation procedures for medical physics education programs (Korean Commission on Accreditation of Medical Physics Education Programs, K-CAMPEP);
2. To establish qualification requirements and examination procedures for the certification of medical physicists;
3. To perform and evaluate the accreditation of medical physics education programs;
4. To conduct and evaluate examinations for the certification of medical physicists;
5. To conduct research and study on examination systems;
6. To provide education and training for test authors, examiners, and medical physicists;
7. To grant and issue certificates to accredited medical physics education programs and qualified medical physicists;

8. To administer and evaluate the registry of certificates issued to medical physics education programs and medical physicists;
9. To provide programs for continuous education and professional development for certified medical physicists;
10. Any other incidental businesses directly or indirectly related to the achievement of the purpose of the KMPCB.

Article 4 (Location of Office)

The KMPCB shall have its office in the Republic of Korea, and it may establish branches by a resolution of the Board of Directors.

Chapter 2. Membership

Article 5 (Eligibility and Member Classification)

Members of the KMPCB shall be those who support the purpose of the establishment of the KMPCB and have been approved by the Board of Directors, whose classification shall be as follows:

1. Honorary members: those who have made significant contributions to the development of the KMPCB;
2. Diplomate members: those who have been certified as medical physicists (including those with equivalent qualifications);
3. Institutional members: institutions whose medical physics education programs have been accredited by the KMPCB;
4. Student members: those who are enrolled in the medical physics education programs accredited by the KMPCB;
5. Sponsor members: corporations that provide financial or other support to the KMPCB.

Article 6 (Admission of Members)

Admission to membership shall be processed in accordance with the procedures prescribed by the KMPCB.

Article 7 (Membership Resignation and Expulsion)

1. A member may resign anytime at his/her own free will.

2. Members who fall under any of the following cases may be expelled by a resolution of the Board of Directors:
 - ① Where a member violates these Articles of Association or damages the reputation of the KMPCB;
 - ② Where a member is deemed to have acted against the purpose of the KMPCB;
 - ③ Where a member submits false Maintenance of Certification (MOC) scores;
 - ④ Where a member fails to meet the MOC criteria of the Registrar and Education Committee regulations set forth by the Board of Directors;
 - ⑤ Where a member fails to meet the evaluation criteria of the K-CAMPEP Committee regulations set forth by the Board of Directors;
 - ⑥ Where a member fails to pay membership fees.
3. A member who has resigned from or has been expelled by the KMPCB may regain his/her eligibility by undergoing the Board review.
4. A member who has resigned from or has been expelled by the KMPCB shall lose his/her qualification as a medical physicist and shall not claim any refunds for membership fees already paid.

Article 8 (Rights and Obligations of Members)

Members of the KMPCB shall have the rights and obligations as follows:

1. Members shall comply with the Articles of Association and the Rules.
2. Diplomate members shall pay membership fees annually and meet the MOC criteria.

Article 9 (Membership Fees)

The amount, payment due date, and other necessary details with respect to the KMPCB's membership fees shall be determined by the Board of Directors.

Chapter 3. Officers

Article 10 (Composition and Number of Officers)

The KMPCB shall have the following officers:

1. One President;

2. One Chief Executive Officer;
3. One Secretary General;
4. Two Chief-Examiners;
5. Two K-CAMPEP Chiefs;
6. One Treasurer;
7. Two Registrars;
8. Two Auditors.

Article 11 (Term of Office of Officers)

1. The term of office for an officer shall be three (3) years starting on January 1 and ending on December 31.
2. The term of office for an officer who has been appointed to fill a vacancy shall be the remainder of the predecessor's term.

Article 12 (Qualifications)

1. A medical physicist certified by the KMPCB with extensive experience, or a specialist in radiation oncology or nuclear medicine endorsed by the KMPCB;
2. Any other persons equivalent to those in the preceding paragraph.

Article 13 (Election and Appointment of Officers)

1. The election of the next officers shall be governed by the regulations set forth by the Board of Directors.
2. In the event of vacancy during the term of office, the President shall recommend a candidate to the Board of Directors for approval.

Article 14 (Duties of Officers)

1. The President shall represent the KMPCB and chair all Board meetings.
2. The Chief Executive Officer shall assist the President and, in the absence or disability of the President, shall act in the place of the President, and in addition thereto, shall chair the Executive Committee.
3. The Secretary General shall perform the following duties:
 - ① Assisting the President in all aspects of Board meetings and perform duties appertaining to the Secretariat;

- ② Recording the minutes of Board meetings;
 - ③ Convening a Board meeting, if the offices of the President and the Chief Executive Officer are vacated, to elect the President and Chief Executive Officer.
4. The Chief-Examiner shall perform duties appertaining to examinations to certify medical physicists.
5. The K-CAMPEP Chief shall perform duties appertaining to the accreditation of medical physics education programs.
6. The Treasurer shall be responsible for financial accounting and tax accounting of the KMPCB.
7. The Registrars shall perform the following duties:
 - ① Granting and issuing certificates to accredited medical physics education programs and qualified medical physicists, and administering and evaluating the registry of certificates issued to medical physics education programs and medical physicists;
 - ② Administering education and training for medical physicists;
 - ③ Maintaining the website.
8. The Auditor shall conduct an independent audit and report to the Board of Directors on accounting matters.

Chapter 4. Board of Directors

Article 15 (Composition of Board of Directors)

The Board of Directors shall consist of the President and directors.

Article 16 (Functions of Board of Directors)

The Board of Directors shall deliberate and decide upon the following matters:

1. Matters concerning the management of business;
2. Matters concerning the operation of business plans;
3. Matters concerning the preparation of budget and financial statements;
4. Matters concerning the revision and amendment of the Articles of Association and the Rules;
5. Matters concerning the appointment of officers;
6. Matters concerning membership requirements;

7. Matters concerning membership fee regulations;
8. Matters concerning the operation of committees;
9. Matters falling under the authority of these Articles of Association;
10. Other important matters.

Article 17 (Convocation of Board Meetings)

1. The President shall convene a Board meeting and chair the meeting.
2. Regular Board meetings shall be held at least once a year.
3. The President may convene a Board meeting as deemed necessary and shall convene the meeting if the convocation is requested by a majority of the directors.
4. In convening a Board meeting, the Secretary General shall give notice to each director of the purpose of convening a Board meeting at least 14 days in advance.

Article 18 (Quorum for Resolutions)

1. A quorum for a Board meeting shall be the attendance of a majority of the total number of serving directors, including delegating persons.
2. Resolutions shall be adopted by the affirmative vote of a majority of the directors present at the meeting. However, in the case of a tie in votes, the President may make the decision.
3. The absence of the President at the Board meeting shall not constitute a Board meeting, regardless of the number of directors present.
4. Each director shall have an equal voting right.
5. Resolutions may not be adopted in writing, but written resolutions shall be allowed to address matters of urgent nature or in force majeure situations.

Article 19 (Minutes of Board Meeting)

Minutes shall be prepared with regard to the proceedings and outcomes of a Board meeting, and the Chair and directors present at the meeting shall write their names and affix their seals thereon.

Chapter 5. Committees

Article 20 (Establishment of Committees)

1. The KMPCB may establish committees when necessary to achieve the objectives set forth in Article 3.

2. Matters concerning the establishment and dissolution of committees shall be determined by the Board of Directors.

Article 21 (Types of Committees)

The KMPCB shall have committees as follows:

1. Advisory Committee;
2. Executive Committee;
3. Examination Committee;
4. K-CAMPEP Committee;
5. Registrar and Education Committee.

Article 22 (Appointment of Chair and Members of Committees)

Chairs of the committees shall be appointed by the President from among the members, and members shall be appointed by the President upon the recommendation of the chairs.

Article 23 (Chair)

The chairs shall oversee the general affairs of their committees and report to the President the results of the committee activities. The chairs may also attend a Board meeting when necessary to state their opinions.

Article 24 (Functions of Committees)

1. The functions and powers shall be determined by the Board of Directors.
2. Details regarding the committees shall be set forth in the Rules.

Chapter 6. Secretariat

Article 25 (Secretariat)

The KMPCB may operate a Secretariat to efficiently carry out its affairs.

Chapter 7. Accounting and Finance

Article 26 (Finance)

Finance of the KMPCB shall be covered by MOC costs, institutional certification and examination

application fees, subsidiaries from academic societies, contributions, revenues from business operations (including participation fees for research and education), donations, advertising, and other sources of income.

Article 27 (Fiscal Year)

The fiscal year of the KMPCB shall be from January 1 to December 31 of each year.

Article 28 (Accounting Report)

The President shall circulate the accounting report and audit report to all members every year.

Chapter 8. Supplementary Provisions

Article 29 (Rules)

1. The Rules augment the Articles of Association for the purpose of expediting the administrative matters of the KMPCB.
2. The Rules shall be established or amended by the affirmative vote of a majority of the total number of serving directors at the Board meeting.
3. The amended Rules shall be circulated to all members.

Article 30 (Amendment to Articles of Association)

1. The Articles of Association shall be amended by a resolution of the Board of Directors.
2. A request to amend the Articles of Association may be made by the President or by at least 1/4 of the total number of serving directors.
3. A resolution for the proposed amendment shall be adopted by the affirmative vote of at least 2/3 of the total number of serving directors at the Board meeting.
4. The amended Articles of Association shall be circulated to all members.

Addenda (Feb. 1, 2015)

These Articles of Association shall come into effect on February 1, 2015.

Addenda (Jul. 31, 2015)

These Articles of Association shall come into effect on July 31, 2015.

Addenda (Mar. 21, 2023)

These Articles of Association shall come into effect on March 21, 2023.

March 21, 2023

Woo-Yoon Park

President

Korean Medical Physics Certification Board