



To the  
IUGS representatives of  
Adhering Members  
and  
Affiliate Members

[www.iugs.org](http://www.iugs.org)

#### Nominating Committee

##### Chair

Prof. Dr. Qiuming Cheng (China)  
Email: [qiuming.cheng@iugs.org](mailto:qiuming.cheng@iugs.org)

##### NC Members

Mrs. Dr. Anna Nguno (Namibia)  
Dr. Jorge Gomez Tapias (Colombia)  
Prof. Dr. Jose Pedro Calvo Sorando (Spain)  
Mrs. Dr. Kristine Asch (Germany)  
Mrs. Prof. Dr. Suzanne Mahlburg Kay (USA)  
Mrs. Dr. Tatiana Tolmacheva (Russia)

Beijing, January, 11<sup>th</sup> 2023

Dear representative of adhering or affiliate member of IUGS

### **It is time to prepare for the nomination of the next IUGS EC 2024-2028**

In accordance with the Statutes and Bylaws, the President of IUGS is required to present the Council Members with a list of candidates for the IUGS EC position at least three months before the Council meeting at IGC.

To comply with this requirement, and since the next IGC in Busan will be held August 25-31 2024, the IUGS President must present the slate of candidates not later than the end of April 2024.

Our schedule is therefore very tight and the nomination committee is calling for nominations for the positions of: President, Secretary General, Treasurer, two Vice Presidents and four Councillors to be received at the latest by 31 October 2023. The nomination committee will then screen the nominees and prepare a slate of candidates for the IUGS president in good time to meet the deadline set by Statutes and Bylaws..

**Nominations, including a letter of recommendation, the nominee's CV and publication list as well as an agreement and motivation statement by the nominee should be sent electronically to the chair of the nomination committee Qiuming Cheng <[qiuming.cheng@iugs.org](mailto:qiuming.cheng@iugs.org)> not later than 31 October 2023.**



May we make you aware that, according to the statutes, candidates for the positions of President, Secretary General and Treasurer should not only be nominated but also supported with an adequate travel grant from the nominating institution. The experience over the last 8 years has demonstrated that the President and Secretary General would typically need to travel to international meetings 8-10 times per year, and the Treasurer 4-6 times.

On behalf of the IUGS Nomination Committee

Sincerely yours

A handwritten signature in blue ink, which appears to read "Qiuming Cheng". The signature is written in a cursive, flowing style.

Qiuming Cheng

*Attached below:*

*Descriptions of function and responsibilities according to IUGS statutes  
Nomination file*



The responsibilities of the IUGS officers as defined in the Statutes and Bylaws are:

The **President** is responsible for the implementation of the general policy of the Union, as established by the Council. The President represents the Union in its relations with other institutions and with the geological community. In particular, the President or his/her designee shall represent the Union and its affiliated organisations at meetings of ISC, the GeoUnion, and IGGP. Prior to meetings with ISC and other organisations, the representative of the Union at such meetings shall invite comments and suggestions from the Executive Committee and, if time permits, from the Council and the affiliated organisations on important issues. The President may delegate certain tasks to other members of the Executive Committee or may form Task Groups for these purposes.

The **Secretary General** shall: (a) serve as secretary of the Council, Executive Committee, and Bureau; arrange for meetings of these bodies; prepare and distribute promptly the agenda and the minutes of all their meetings; (b) attend to correspondence, and preserve the records; (c) circulate information related to the Union to Adhering Organisations; (d) prepare the reports on the Union's activities, and in particular, at least three months before an ordinary session of the Council, forward to all Adhering Organisations a report on the administration of the Union since the previous ordinary session of the Council and present a summary of this to the Council; (e) write to Adhering Organisations to request written notification of the names and addresses of its representative on the Council and his/her deputy, and also of any change in its representation; (f) request in writing to the appropriate organisation of a country or region not being a member of IUGS, the names and addresses of an observer for the IGC, (g) perform such other duties as may be assigned to him/her by the Council, Executive Committee or Bureau.

The **Treasurer** shall manage the financial affairs of the Union and maintain an overview of all accounts, including those held by other officers, constituent bodies and projects. He/she shall: (a) receive and disburse funds, in accordance with budgets and procedures approved by the Executive Committee; (b) keep accounts for the handling of operational and reserve funds; (c) prepare an annual report and financial statement; (d) prepare and submit the fiscal documents as may be required; (e) maintain contact with ISC, UNESCO and other organisations concerning financial aspects of contracts; (f) advise the Executive Committee on financial implications of the Union activities; (g) serve as principal contact with representatives of external, independent auditing firms.

The **Vice-Presidents** shall be responsible for a particular activity of IUGS as decided by the President. It would be desirable that they attend, in addition to the Executive Committee meeting, at least one Bureau meeting each year.

The **Councillors** contribute as appropriate to the work of the Executive Committee. In addition, the President may entrust them with special tasks.



**NOMINATING ORGANISATION:**

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**Nominates for the position of:**

**Degree and Name**

President

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Secretary General

.....

Treasurer

.....

Vice-President

.....

Councillor 2024 - 2028

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Councillor 2026 - 2030

.....

**Documents to be attached:**

Letter of recommendation by the nominating organisation or organisations (max. 2 pages)

CV of the nominee (max. 5 pages)

Publication list of the nominee (max. 15 publications)

Statement of acceptance of nomination and motivation statement of the nominee (max. 2 pages)

**To be sent to Qiuming Cheng <[qiuming.cheng@iugs.org](mailto:qiuming.cheng@iugs.org)>**

**not later than 31 October 2023**