

**SOCIETY OF THERAPEUTIC BRAIN MAPPING, BIOLOGICAL PSYCHIATRY and  
NEUROTECHNOLOGY Constitution**

**PART I**

**OBJECTIVES OF THE ASSOCIATION AND ITS WORK**

**Society of Therapeutic Brain Mapping, Biological Psychiatry and Neurotechnology**

**ARTICLE 1**

The name of the association is Society of Therapeutic Brain Mapping, Biological Psychiatry and Neurotechnology and it will be hereinafter referred as “the TATBMN”.

**The Center of the Association**

**ARTICLE 2**

The center of **the Society of Therapeutic Brain Mapping, Biological Psychiatry and Neurotechnology** is İstanbul. It resides in Altunizade Mh. Haluk Türksoy Sk. No:14 3. Kat 328 Nolu Oda Üsküdar Üniversitesi Merkez Kampüs.

**The Purpose of the Association**

To assist discovering the causes behind the important diseases seen world-wide such as Autism, Schizophrenia, Parkinson’s Disease, Alzheimer’s Disease, ALS.

**ARTICLE 3**

- a) To encourage scientific studies in order to acquire more comprehensive information on how brain can produce complex thought and behavior by using more basic systems to discover brain activity models and to learn how brain circuits work; to provide financial support; to enable publishing and spreading the research.
- b) To encourage studies to assist treatments and to discover causes behind the important diseases seen world-wide that affect central neural system such as Autism, Schizophrenia, Parkinson’s Disease, Alzheimer’s Disease, ALS, paralysis, aphasia, pain, tinnitus; to provide publishing and spreading research on treatments such as psychosurgery which promise hope; To encourage scientific studies researching application methods such as neuromodulation treatments (neurofeedback, transcranial magnetic stimulation, transcranial direct current stimulation, cranial electrotherapy stimulation, deep brain stimulation, etc.) and new developing technologies (virtual and augmented reality, brain-computer interface applications, etc.) in the fields of medicine and engineering such as neurology, psychiatry, physical therapy and rehabilitation, neurosurgery, neurotology, neuro-ophthalmology, neuroradiology and neurogenetics; to provide financial support; to enable publishing and spreading the research.

- c) To take charge in and/or to assign the members in the boards related to Neuroscience that will be established by governmental organizations such as especially such as the Ministry of Health or by professional organizations such as Turkish Medical Association; or in decisions to be made in order to represent the area of profession.
- d) To cooperate or create a platform in line with a common goal together with national and international associations, foundations, unions, labor unions, etc. for the events such as symposiums, congress, etc. to be held in the field of brain mapping and treatments by the decision of the TATBMN Board of Directors on condition that it is not violating the related law and regulations.
- e) To facilitate development of new technologies by enabling repetitive cooperation between neuroscientists who are interested in Brain Mapping and colleagues working in the fields of biology, physics, engineer, mathematics and behavioral sciences throughout Türkiye.

### **The Scope of the Association**

#### **ARTICLE 4**

The association carries out activities given below in accordance with objectives mentioned in the Article 3:

- a) To determine and monitor ethical rules in the fields of neuroscience and brain mapping, and standards on training programs in the training hospitals and faculties of medicines, specialization education and education after specialization; to support and publish scientific studies.
- b) To assign members to represent the association to the Ministry of Health and/or Turkish Medical Association.
- c) To hold scientific meetings, panels, conferences, symposiums, courses and congresses. To carry out educational works. To establish supporting funds for the scientific research, to develop reward programs, to meet expenses such as subscription fee of the congress/symposium etc., transportation and accommodation and other expenses of the scientists who will participate in all sorts of scientific activities.
- d) To carry out all kinds of necessary social, cultural and scientific events to realize the objectives of the association.
- e) To establish a commercial enterprise, to take over a commercial enterprise or to be partner in a commercial enterprise with the aim to realize objectives stated in the regulation by the decision of the TATBMN Board of Directors on condition that it does not violate the related law and regulations.
- f) To form scientific study groups and to support financially the works by the groups within the association with the aim to produce information, to plan research and to provide a basis for specialization on the scientific areas which are within the interest of psychiatry, neurology, pharmacology and other basic medical sciences.
- g) To establish foundations regarding the objectives of the association, to become founding members in the foundations to be established, to make donations.

- h)** To inform the public opinion on the objective of the association and/or works of the association, to share the remarks by the association with the public opinion via media organs.
- i)** To spread the view of the association, to carry out publishing works such as journal, bulletin, brochure, book, CD, DVD, BD, film, web site, etc. with the aim to announce the works and to support these publications in terms of finance and labor force, etc. by the PA- BD decision.

## **PART II**

### **MEMBERSHIP**

#### **Membership to the Association**

##### **ARTICLE 5**

There are two types of membership to the association as ordinary membership and honorary membership:

**I- Ordinary Membership** Those who are experts in the fields of Neurology, Psychiatry, Neuroscience and Psychology and experts and assistants who worked or are working in the fields of Basic Medical Sciences (Physiology, Pharmacology, Genetics, etc.) and Brain Mapping.

**II- Honorary Membership:**

a) Honorary membership can be given to Turkish or foreign science professionals who have done international studies or those who provided important financial or moral support by showing a great interest for the association in the country and/or abroad.

b) Honorary members do not have rights to select or to be selected within any organ of the association.

#### **Membership Conditions**

##### **ARTICLE 6**

The conditions on the application and acceptance to the association are given below;

**I- Ordinary Membership:**

a) Those who are eligible to the membership conditions apply to the TATBM-BD by paying membership fee (also known as subscription fee) and with a document reporting that they are eligible to membership conditions by adding a photograph accordingly after they filled their information regarding personal and professional identity on the printed the association membership form and they had it signed by at least three members who suggested them to be in the association.

b) Those who resides abroad and meet the membership conditions, apply to the TATBM-BD. The TATBM BD either accepts or rejects the membership applications.

**II- Honorary Membership:**

Honorary Membership is determined by the proposal made by 1/5 of the General Board members or with the suggestion of the TATBM-BD by the decision of the General Board.

### **Membership to the International Associations and Receiving Support from Abroad**

#### **ARTICLE 7**

a) The association can carry out international events or can cooperate in order to realize the objectives specified in the regulation; can be a member of the international scientific and professional associations by fulfilling legal obligations.

b) The association can receive in kind and in cash support from persons, institutions and organizations abroad on condition that the association notifies the local authority, fulfils the conditions within the regulation on the matter and it is suitable to its objective. It is obligatory that supports in cash must be via a bank.

c) It is obligatory to notify the local authority by filling the form titled "Notice for Receiving Support from Abroad" before receiving a support from abroad.

### **Rights and Obligations of the Members**

#### **ARTICLE 8**

##### **Rights of the Members**

a) No one shall be forced to be a member or to stay as a member. Every member has equal rights without discrimination. Every ordinary member has right of one vote in the General Board. Votes are given in person.

b) Every member has a right to resign. Members of the association has equally all rights stated in the regulation.

##### **Membership obligations, dues and duties**

c) Every member must pay a subscription fee during the membership application.

d) Subscription fee is paid once a year starting the date of admission to the membership. Members are considered as not fulfilling their obligations if they do not pay the subscription fee despite of the written warning.

e) Subscription fee is 10 Turkish Liras and annual subscription fee is 10 TL.

f) No member shall be forced to be participated in the works carried out by association. However, the association can assign authorized members of the board. The assignment is done in written form by the authorized organ. If the member does not notify that they do not accept the assignment 15 days after they receive the assignment by signing, it is considered as they accepted the assignment.

### **Termination and Expulsion of the Membership**

#### **ARTICLE 9**

**I- Termination of the Membership:** Members can resign from the membership anytime. The member who wants to resign, applies to PA-BD with a petition or submits the petition to the association address by a registered letter with return receipt on condition that the member pays the subscription fee.

**II- Invalidity of the Membership:** The membership becomes invalid due to the non-fulfillment of the membership if the member is resigned from the assistant position with the reasons not including promotion to the expert position when they participate in the association as an assistant. When the member notifies this situation or it is learned, and it is authenticated by an official letter obtained from the institution where they were assistant, the termination of the membership can be done by the TATBMN- BD even without the application of the member. In this kind of membership termination, suspension of the membership, investigation rules and condition on the decision by the General Board are not implemented.

### **III- Expulsion of the Membership**

#### **Conditions on the membership expulsion:**

- a)** According to investigation carried out by the Disciplinary Board, members who act improperly to the regulation, scientific-ethical codes and methods; to dishonor the profession, to involve in the activities within the association which prevents the objectives of the association; to cause financial lose within the association, who do not fulfil the membership obligations.
- b)** Those who is no longer meeting the conditions of the membership according to the Associations Act and other laws and obligations of the regulation,
- c)** Those who gave a misstatement or a misleading statement in the membership form,
- d)** Those who are unable to fulfill assignments according to the regulation and internal regulations are excluded from the membership on condition that they are warned with a decision by the Board of Directors in written form.
- e)** Expulsion of the membership: the decision of the exclusion from the membership as a result of investigation by the TATBMN- BD, enters into force after the approval by the General Board.
- f)** Fees paid by those who want to resign from the membership or removed from the membership and whose membership is invalid, are not paid back.

## **PART III**

### **ORGANS**

#### **Organs of the Association**

#### **ARTICLE 10**

**The organs of the association are as follows:**

- a)** General Board (TATBMN – GB)
- b)** Board of Directors (TATBMN – BD)
- c)** Board of Supervisors (TATBMN – BS)
- d)** Advisory Board (TATBMN – AB)
- e)** Disciplinary Board (TATBMN – DB)
- f)** Board of Scientific Events (TATBMN – BSE)

## **General Board**

### **ARTICLE 11**

The General Board is the most authorized organ of the association. It consists of all the members who fulfill the membership obligations.

#### **Ordinary Meeting of the General Board**

### **ARTICLE 12**

- a) Ordinary General Board is invited biennially to the meeting by the TATBMN – BD in November.
- b) The agenda of the ordinary meetings of the General Board is prepared by the TATBMN – BD. Moreover, it is obligatory to include the topics into the agenda proposed by the at least 10% of the General Board members.
- c) Topics written in the agenda is only discussed in the ordinary Meeting of the General Board.

#### **Extraordinary Meeting of the General Board**

### **ARTICLE 13**

- a) At least 1/5 of the General Board members can be called to the extraordinary meeting of the General Board by the TATBMN – BD or when the Board of Supervisors deems necessary.
- b) The agenda of the meeting is determined by the organ that called the meeting in these cases.
- c) The organ requesting the General Extraordinary Meeting notifies the meeting agenda and the request to the TATBMN – BD. In this case, TATBMN – BD is obligated to call a meeting according to the rules by the General Board.
- d) The rules of the General Board ordinary meeting also apply in the General Board extraordinary Meeting.

#### **Calling the General Board to a Meeting**

### **ARTICLE 14**

- a) Member who have right to attend the General Board are called to the meeting at least 15 days before the meeting via publishing the date, time, place and agenda of the meeting in a newspaper or announcing them on the web site of the association or in written form or via electronic mail or message to the contact information that the member noticed or through a local broadcast media.
- b) If the ordinary or extraordinary meeting is held with the agenda on changes to the regulation, the articles suggested for the change and change proposal are declared in the meeting announcement and/or they are sent to the General Board members.
- c) It is obligatory that the number that is 1 person more than the half of the total members of the General Board members specified in the Article 10 are present in the meeting. On the event that the majority is not enabled, the General Board gathers again with the same agenda within fifteen days provided that the date, time and place is stated. The majority condition is not necessary in that meeting. The number of the General Board members which are obligated to be present in both meetings, cannot be less than total of the ordinary and honorary members of the Board of Supervisors and PA-BD.

**d)** The meeting cannot be delayed more than once.

**e)** Identification information of newly selected PA-BD and the Board of Supervisors members (including substitute members) is notified to the related lawful authority within seven day.

**f)** In case that changes to the regulation is done in the General Board meeting; general board meeting report, former and new versions of the changed articles within the regulation, the final version of the regulations each page of which is signed by the absolute majority of the board of directors are submitted to the local authority in attachment within thirty days.

Declaration of the conclusions of the general board can be done by a board of directors' member authorized by the board of directors of the association. President of the Board of Directors is responsible if the declaration is not notified.

### **The Place of the Meeting**

#### **ARTICLE 15**

The General Board cannot gather in another city than the city where its headquarters is.

### **Meeting Procedures**

#### **ARTICLE 16**

The General board gathers with the participation of 2/3 of the absolute majority of the members eligible to attend on the event of changes to the regulation and termination of the association and it is decided by the absolute majority of the participants.

In the case that the meeting is delayed due to the fact that the quorum is not met, the majority condition is not required for the second meeting to be held. The decision is made by the absolute majority of the participants. However, the numbers of participants in the meetings cannot be less than total number of the ordinary and substitute members of the board of directors and supervisors.

The list of the members eligible to attend the General Board is present in the meeting place. The identification documents given by the official authorities of the members who will enter the meetings, are checked by the attendants who will be assigned by members of the board of directors or by the board of the director. Members enter the meeting place by signing next to their name on the list prepared by the board of directors.

If the quorum is met, the issue is detected with a report and the meeting is started by the president of the board of directors or one of the assigned members of the board of directors. If the quorum is not met, a report is issued by the board of directors.

After the opening, a council committee is formed to lead the meetings by selecting a chairperson, required number of deputy chairperson and secretary.

In the voting for the selection of the association's organs, it is obligatory for the members who vote, to show their identity cards and to sign next to their name on the participants list.

The Chairperson of the council committee is responsible for the management and safety of the meeting.

In the General Board, only articles on the agenda are discussed during the meeting. However, topics which are requested in written from by the 1/10 of the members, can be discussed and decided if the meeting is held with the all of the members.

Every member has a right to use one vote in the General Board. The members shall use their vote in person. Honorary members can attend the general board meeting; however, they cannot vote. In case that a legal entity becomes a member of the association, president of the board of directors of the legal entity or an assigned representative by the legal entity can vote.

General Board meeting is concluded by discussing and finalizing the topics on the agenda. The topics discussed and decisions in the meeting are prepared as a written report and it is signed together with the committee chairperson and secretaries. The report and other documents are submitted to the president of the board of directors at the end of the meeting. The president of the board of directors is responsible for the protection of these documents and it is obligatory to submit these documents to the new selected board of directors within seven days.

### **Duties and Authority of the General Board (TATBMN – GB)**

#### **ARTICLE 17**

- a)** To select Presidency Council of the General Board consisting of President, Vice President and two Secretary.
- b)** To select the members of the TATBMN – BD and Board of Supervisors.
- c)** To decide budget and final accounts and reports related to those, work schedule and monitoring the application of those and notifying the TATBMN – BD.
- d)** To accept or change the estimate budget prepared by the TATBMN – BD after discussions.
- e)** To authorize the TATBMN – BD to buy immovables that belong to the association or to sell current immovables.
- f)** To decide for the association to become a member of the international organizations or to resign from the membership.
- g)** To decide on event of the termination or liquidation of the association and to create rules on the liquidation.
- h)** To admit members who are suggested as honorary members.
- i)** To decide by discussing members whose memberships are suggested to be terminated by the Advisory Board and are suspended by the TATBMN – BD.
- j)** To discuss and vote internal guidelines on rules that must be followed by the personnel and regulating commission works.

### **Board of Directors (TATBMN – BD)**

#### **ARTICLE 18**

Selection of the TATBMN – BD, division of duties and meeting rules are as follows:

- a)** TATBMN – BD and AB consist of 5 ordinary members and 5 substitute members. TATBMN – BD members are selected by open vote. The top 5 members with the highest vote number become ordinary members and following 5 members are determined as substitute member.
- b)** Members selected as ordinary members share duties of General President, Vice General President and Bookkeeper within themselves. The TATBMN – BD can assign one or more persons among the association members to carry out bookkeep duties if the TATBMN – BD deems necessary.



**c)** Due to vacancy in the ordinary membership by any reasons, substitute members become ordinary members according to the highest vote number in order to fulfil the vacancy accordingly. If members received the same number of the votes, the member determined by the General President is transferred to substitute membership from the ordinary membership. New ordinary member(s) transferred from the substitute members, are called to the next first meeting by the TATBMN – BD. In the first meeting division of duties are made again with newly participated members.

**d)** The TATBMN – BD members who did not attend the meets consecutively three times without any excuse, are considered that they resigned from the TATBMN – BD.

**e)** The TATBMN – BD gathers at least once every 6 months. The date of next meeting is determined in every meeting.

### **Duties and Authority of the Board of Directors**

#### **ARTICLE 19**

The TATBMN – BD is the management and application organ of the association. Its duties and authority are as follows:

**a)** To represent the association.

**b)** To put the decisions by the General Board into practice.

**c)** To examine specifications, suggestions and contracts on buying or selling the immovable of the associations and to present the report that the board of directors prepared to the General Board. To apply the decision by the General Board after it is assigned.

**d)** To prepare and to enable application of the goods regulation after the approval of the General Board.

**e)** To authorize General President, Vice General President or Secretary General on behalf of the TATBMN – BD in the situations deemed necessary.

**f)** To determine the quota of paid personnel, to assign personnel or to fire the personnel.

**g)** To prepare an internal regulation on work schedule of the paid personnel and to enable its application after the approval of the General Board.

**h)** To suspend memberships of those which are decided to be terminated by discussing the decision on the membership termination of the Honorary Board. To notify the member on this situation in written form.

**l)** To call an ordinary or extra ordinary General Board meeting by determining date, place, time and agenda within the principles specified on Article 12.

**j)** To decide whom to authorize to collect donations on behalf of the TATBMN-BD.

**k)** To determine the expense amount by the bookkeeper(s) according to current conditions without the need of decision by the TATBMN – BD.

**l)** To purchase consultancy service from real person or legal entity on legal, financial, professional, educational and miscellaneous matters when deemed necessary, to authorize bookkeeper(s) to pay fees of these services and to make agreements with the aforementioned real person or legal entity from which consultancy service was purchased or to give a power of attorney to those persons to follow legal and financial procedures of the TATBMN.

**m)** To authorize purchasing financial, professional, educational etc. services to follow and carry out official procedures or procedures regarding private institutions (notary, tax office, municipality, utilities, rent contract, etc.) with joint signature of two members of the TATBMN – BD and real person, legal entity and/or their legal representatives mentioned in Article 17-1 from which consultancy service in order to follow and carry out these procedures.

**n)** To determine coordinators and bookkeeper(s) of TATBMN – AB, TATBMN – DB and TATBMN – BSE.

### **Board of Supervisors (TATBMN – BS)**

#### **ARTICLE 20**

To select Board of Supervisors, division of duties and meeting rules:

**a)** Board of Supervisors consists of 3 ordinary members and 3 substitute members. Board of Supervisors members are selected by open vote in the General Board. The top 3 members with the highest vote number become ordinary members and following 3 members are determined as substitute members.

**b)** Board of supervisors Members selected for the ordinary membership selects a president among themselves and they do the division of duties among themselves.

**c)** In case of vacancy in the ordinary membership, substitute members become ordinary members according to the highest vote number in order to fulfil the vacancy accordingly. New ordinary member(s) transferred from the substitute members, are called to the next first meeting by the President of the Board of Supervisors.

**d)** Board of Supervisors can gather by its own or by an application if deemed necessary.

#### **Duties and Authority of the Board of Supervisors (TATBMN – BS)**

#### **ARTICLE 21**

Duties and authority of the Board of Supervisors are as follows:

**a)** It is responsible to the General Board.

**b)** It monitors that activities are carried out in sustainable working conditions and book; accounting and records are kept according to the association regulation on behalf of the General Board in intervals not exceeding a year to implement the objectives specified in the TATBMN – BD association regulation. It presents results of the audit to the TATBMN – BD when the General Board gathers.

**c)** Upon the request of Board of Supervisors members, it is obligatory to show or give all kind of information, documents and records by the association authorities and to fulfill the request on entrance to the management offices, facilities and its annexes.

**d)** It can call a meeting within the specified rules in Article 13 subclause a if deems necessary after the audit.

#### **Advisory Board (TATBMN – AB)**

#### **ARTICLE 22**

**a)** Those specialized in their area are selected among the association members and assigned for the Advisory Board membership for two years by the TATBMN – BD. The number of members is determined by the TATBMN – BD. One of them is assigned as the AB Coordinator. On the event of

changes in the TATBMN – BD, a new TATBMN – AB is formed by the new TATBMN – BD regardless of two years period.

**b)** It issues an opinion to or warns the TATBMN – BD on all kind of procedures regarding the association if deemed necessary or requested.

**c)** TATBMN bookkeeper(s) pay a consultancy fee in the amount deemed by the TATBMN-BD according to current market rate and service type to the TATBMN – AB members for their services.

#### **Duties and Authority of the Disciplinary Board (TATBMN – DB)**

##### **ARTICLE 23**

Disciplinary Board consists of three ordinary and three substitute members selected by the General Board. The Disciplinary Board gathers upon the invitation of the General Board and it has obligatory to conclude tasks given by the Central Management Board within three months. Decisions on calling attention, warning temporary or permanent termination of the Association membership regarding members can be given by the Disciplinary Board. The ones except permanent termination are final.

Permanent termination punishment is implemented as temporary termination until the first General Board meeting. The permanent termination adheres to the approval of the General Board.

#### **Board of Scientific Events (TATBMN – BSE)**

##### **ARTICLE 24**

**a)** Those specialized in their area are selected among the association members and assigned for the Board of Scientific Events (BSE) membership for two years by the TATBMN – BD. The number of members is determined by the TATBMN – BD. One of them is assigned as the TATBMN- BSE Coordinator.

#### **Board of the Foreign Affairs (TATBMN – BFA)**

##### **ARTICLE 25**

**a)** Those specialized in their area are selected among the association members and assigned for the Foreign Affairs (TATBMN – BFA) membership for two years by the TATBMN – BD. The number of members is determined by the TATBMN – BD. One of them is assigned as the TATBMN- BFA Coordinator.

**b)** It carries out relations between countries or international professional associations or union on behalf of the TATBMN – BD regarding membership to the Society of Therapeutic Brain Mapping and Neurotechnology or cooperation. It prepares infrastructure for the international policies determined by the TATBMN – BD and takes charge in carrying out the created external policies.

#### **Duties and Authority of the General President**

##### **ARTICLE 26**

General President:

**a)** Represents the Association to real person and legal entity.

**b)** Moderates the meetings of the TATBMN – BD.

- c) Supervises works by the members assigned with various task in commissions, arraignment committees, etc. and notifies the TATBMN – BD.
- d) Assigns Vice General President on behalf of themselves in case that they cannot fulfill the task.

#### **Duties and Authority of the Vice General President**

##### **ARTICLE 27**

Vice General President:

- a) Is responsible to the TATBMN – BD.
- b) Fulfills the tasks assigned by the TATBMN – BD or the General President.
- c) On the event that the General President is not present, represents the General President by undertaking all of the authority of the General President on administrative, legal, financial, educational, etc. matters with a written authorization by the General President., and carries out procedures regarding these matters on behalf of the General president.

#### **Duties and Authority of the Board of Directors (PA-BD) Secretary General**

##### **ARTICLE 28**

Board of Directors (PA-BD) Secretary General:

- a) Is responsible to the TATBMN – BD and the General President.
- b) Holds TATBMN – BD meetings with the General President.
- c) Prepares the meeting reports and records the decisions.
- d) Carries out the duties which undertaken by the decision of the TATBMN – BD, notifies the results to the TATBMN – BD and the General President.
- e) Carries out the correspondence of the TATBMN – BD.
- f) Enables working discipline as the chef of the personnel working in the bureau.

#### **Authorization Certificate**

##### **ARTICLE 29**

Person and persons except ordinary members of the board of management who will collect revenue, are determine the board of management thereby specifying the period of the authorization. The associations issues two copies of the Authorization Certificate including clear identity and photographs of those who will collect the revenue and the Certificate is approved by the association board of director. Those with the Authorization Certificate are named as bookkeepers in the Article 31.

The period of the Authorization Certificate is determined as maximum one year by the board of directors. Expired authorization certificates are renewed according to the first clause. It is obligatory to the submit the certificates to the association board of directors within a week in cases of expiration of the certificate or resignation from the duty, death, termination of the person who is authorized with the certificate, detection of the dissolution or termination of the association by it. Moreover, the authorization of revenue collection can be terminated by the decision of the board of directors.

#### **Duties and Authority of the Bookkeepers**

## **ARTICLE 30**

Each of bookkeepers separately or together:

- a)** Is liable to the TATBMN – BD and the General President.
- b)** Carries out procedures on movable and immovable assets of the associations according to the goods regulations.
- c)** Records the revenue of the TATBMN – BD on related books, spends.
- d)** Takes measures to protect the value of the savings of the association.
- e)** Enables the implement of the budget and evaluates the results.
- f)** Regulates payrolls of the personnel of the association, employment forms for the Social Insurance Institution (SII), make payment for taxes, SII payroll tax and wage.
- g)** Prepares agreements and specifications regarding procedures to be done, presents them to the approval of the TATBMN – BD.
- h)** Receives or delivers negotiable instruments such as certificate of receipt, receipt, check, etc. with an official report.
- i)** Collects the revenue on behalf of the association with a certificate of receipt and spends with bill or notarized expenditure certificate.
- j)** Spends over the amount determined by the TATBMN – BD with the decision by the TATBMN -BD.
- k)** Accepts in kind donations with a certificate of receipt and in cash donations with an approved donation certificated on health of the association.
- l)** Keeps check, receipt and an amount of money determined by the TATBMN – BD and all negotiable instruments in a safe. Transfers more than the amount of money determined by the TATBMN – BD to the bank immediately.
- m)** Puts the money withdrawn from the bank into the safe by recording it on the cashbook Gives the money in exchange of signature by recording it on the cashbook.
- n)** Enables to carry out procedures in coordination with real person or legal entity and/or their representatives from which consultancy service on legal, financial, professional, education, etc. matter assigned by the General President and the TATBMN – BD.

### **Duties and Authority of the Coordinators assigned to other boards**

## **ARTICLE 31**

### **I- Duties and Authority of the TATBMN – AB Coordinator**

AB Coordinator carries out Consultancy procedures for the TATBMN – BD and is responsible for the operation of the Board.

### **II- Duties and Authority of the TATBMN – BSE Coordinator**

**a)** BSE Coordinator is responsible to carry out scientific meetings' coordination that is done annually or intervally by **the Society of Therapeutic Brain Mapping and Neurotechnology** and to carry out the

meetings according to the scientific, ethical and professional principles of **the Society of Therapeutic Brain Mapping and Neurotechnology**.

**b)** BSE Coordinator coordinators and carries out all kinds of procedures on behalf of the TATBMN – BD by being responsible to the TATBMN – BSE, the General President and the TATBMN – BD.

### **III- Duties and Authority of the TATBMN – BFA Coordinator**

**c)** To carry out carries out relations between countries or international professional associations or union on behalf of the TATBMN – BD regarding membership to **the Society of Therapeutic Brain Mapping and Neurotechnology** or cooperation.

**d)** To represent the TATBMN.

**e)** To prepare infrastructure for the international policies determined by the TATBMN – BD and to carry out the created external policies.

**f)** To follow all kinds of external development related to the association and to report to the TATBMN – BD.

### **The Authority of Withdrawal and Affecting a Payment**

#### **ARTICLE 32**

Withdrawal and affecting the related payment and expenses in the accounts of **the Society of Therapeutic Brain Mapping and Neurotechnology** such as ban account, postal check account, etc. on behalf of the association are done by the bookkeeper member authorized by the TATBMN-BD. The TATBMN- BD can assign more than one bookkeeper if deems necessary. The authority of the bookkeeper members on movable and immovable assets and duration of this authority is determined by the TATBMN – BD and the decision is recorded on the book.

## **PART IV**

### **INCOME AND EXPENDITURE OF THE ASSOCIATION AND ACCOUNTS**

#### **Income Sources of the Association**

#### **ARTICLE 33**

Income sources of the association are as follows:

**a)** Membership application fee.

**b)** Annual membership fee.

**c)** Donations and grants.

**d)** Incomes from the operating income of the movable and immobile assets.

**e)** Incomes obtained from sales of brochures, books, paintings, postcard prepared by the association or sale rights of which were given to the association.

**f)** Incomes obtained from scientific meetings such as congress, symposiums, workshops, educational courses, conferences, seminars or social meetings such as tea party, ball, lottery, dining even, etc. organized to realize the objectives of the association.

g) Direct or indirect incomes from the commercial enterprise that the association established, took over or be partner in order to realize the objectives specified in the regulation with the decision by the TATBMN – BD.

#### **Procedures on Income and Expenditure and Association Books**

##### **ARTICLE 34**

a) Income of the association is collected with a receipt certificate or via banks. Bills or other helpful records documenting the expenses in exchange of the expenditure are obtained and also an expense bill is prepared. A bank receipt or account statement is considered as receipt certificate.

b) In case that receipt certificates run out, receipt certificates are re-printed to be used in the collection of the association income with the decision of the TATBMN- BD.

c) The minimum storing period of the receipt certificates is five years.

d) Those who will collect the association income are determined by the decision of the TATBMN- BD and an AUTHORIZATION CERTIFICATE is issued for those persons.

e) Books that must be kept, must be approved by the notary.

#### **Procedures on Incurring Debt by the Association**

##### **ARTICLE 35**

The TATBMN – BD cannot become indebted more than monetary assets in the cash and bank accounts of the association and the receivables.

#### **Carrying out Joint Projects with Public Institute and Organizations**

##### **ARTICLE 36**

a) The association can carry out joint projects with public institute and organizations in the field of psychiatry and psychopharmacology.

b) The TATBMN – BD is authorized on matters such as carrying out pre-interviews with the related public institutes and organizations for these projects, executing the projects, etc.

c) The TATBMN – BD can establish sub-committees or assign some members directly regarding the aforementioned matters.

#### **The Cash Amount kept in the Association Safe**

##### **ARTICLE 37**

The amount of the cash that can be kept in the association safe is determined by the TATBMN – BD according to the current conditions and the needed amount of the money to be used.

#### **The Expenditure of the Association**

##### **ARTICLE 38**

It covers that:

a) Administration and bureau expenditure,

b) Fixture expenditure,

c) Publishing and correspondence works,

d) Works to be carried out decided by the TATBMN – BD according to the principles and objectives of the TATBMN on the regulation.

### **Payments of the Association**

#### **ARTICLE 39**

a) Final account and payments are done by the bookkeepers **on** behalf of the TATBMN – BD after it is determined by the TATBMN – BD at the end of each work that exceeds the expense amount which the bookkeeper can do regardless the decision by the TATBMN- BD.

b) The necessary money for the payments is withdrawn by the bookkeepers who are authorized to withdraw money from the bank.

c) Accounting period for the association **is** two calendar years between two ordinary meetings.

### **Books to be kept by the Association**

#### **ARTICLE 40**

Books that the TATBMN – BD is obligated to keep on the behalf of the association after the notary approval are as follows:

a) The membership enrollment which all members of the association will be recorded: Personal information recorded in these books are as follows: personal and professional identity information of the members, information on whether they fulfill their annual payment obligation or not and other personal information deemed necessary by the TATBMN – BD.

b) Decision Book recorded by the TATBMN – BD: The TATBMN – BD decisions are kept in this book in order according to the date day by day and it is signed by the TATBMN – BD members attended the meeting.

c) Document book to record incoming and outgoing documents: Incoming and outgoing documents are kept in this book in order according to their date and number. The original of the incoming document and the copy of the outgoing document are documented according to the procedures. A system is created according to work and correspondence topics in the association organ.

d) Business Accounting Book: All the received and spent money for the association is recorded in this book in order according to the date and number day by day by stating the persons, businesses and institution addresses.

e) Fixture Book: Durable goods belonging to the association is recorded in this book. Texts on the book is written on the goods.

f) Record Book for Receipt Certificate: Receipt certificates given by the revenue office or Finance and Accounting Department recorded in this book according to its order and serial number. Receipt certificated are received and delivered with liability.

According to the Association Accounting Plan, other assisting registers and books are kept under the responsibility of the bookkeeper(s) or financial advisors to be purchased a service from, that are agreed by the TATBMN – BD in order to facilitate the collection and expenditure audit and accounting.

### **Keeping Books, Receipts and Negotiable Instruments**



## **ARTICLE 41**

- a) Books, receipts and negotiable instruments are kept for the legal period according to its procedure. If deemed necessary, it can be continued to be kept after the end of this period.
- b) Extermination of the aforementioned documents adhere to the decision by the TATBMN – BD.
- c) The related employees and the TATBMN – BD members are responsible jointly for any loss for the association due to extermination or becoming unusable of Books, receipts and negotiable instruments.

## **PART V**

### **PROVISIONS**

#### **Right of Disposition and Property**

## **ARTICLE 42**

- a) The property rights of the movable and immovable assets belong to the TATBMN. All procedures on proprietorship certificates and sales are carried out on behalf of the TATBMN.
- b) The TATBMN – BD can be authorized to carry out the proprietorship certificate and sale procedures on behalf of the TATBMN.
- c) Minimum 80% of the association income is spent for the objectives of the association.

#### **Travelling Allowance**

## **ARTICLE 43**

Travelling allowance is given to members of Board of Directors and Supervisors, Advisors who are member of the TATBMN, Coordinators, employees and experts, scientists who benefit from the TATBMN scholarship, and all individuals assigned by the TATBMN – BD and the expenses are met. The TATBMN – BD is fully authorized on determination of the amount of the travelling allowance according to the condition of the duty, duration and duty place.

## **PART VI**

### **TERMINATION, CLOSING AND LIQUIDATION**

#### **Termination, Closing and Liquidation of the Association**

## **ARTICLE 44**

- a) Termination of the association adheres to the decision by the 2/3 majority of the TATBMN – GB. If the majority is not met in the first meeting, the TATBMN – GB is called for a second meeting according to the provisions within the Article 13. The decision of the termination is discussed in the second meeting regardless of the number of members in the meetings and the decision on the termination is made by the 2/3 majority of the members the meeting.
- b) Termination is notified to the civilian administration within five days.
- c) Closing of the Association adheres to the Turkish Civil Code Article 89.

#### **Liquidation**

## **ARTICLE 45**

In case that the association loses the right of being legal entity of the association due to the reasons such as termination, closing, etc., the rights of the association for all movable and immovable assets, money, receivables, benefit, utilization and usage are executed by the provisions within the Associations Act.

## **PART VII**

### **FINAL PROVISIONS**

#### **Situations for Which There are no Provisions in the Regulation**

##### **ARTICLE 46**

This regulation is prepared according to Associations Act No. 2908 and Law No.2860 on Aid Collection. The provisions within the aforementioned laws are implemented for the situations where there is no explicit provision within this regulation.

### **EXECUTION**

##### **ARTICLE 47**

This regulation is executed by the Board of Directors of **the Society of Therapeutic Brain Mapping and Neurotechnology**.

### **ENFORCEMENT**

##### **ARTICLE 48**

This regulation of **the Society of Therapeutic Brain Mapping and Neurotechnology** consisting of 49 articles comes into effect after the approval of the civilian administration.

##### **PROVISIONAL CLAUSE 1**

The Board of Directors members who will represent the Society of Therapeutic Brain Mapping and Neurotechnology general organs of which are established in the first general board and who will carry out procedures regarding the association, are stated below.

<b><i>Nevzat TARHAN (President)</i></b>
<b><i>Selahattin GÜLTEKİN (Vice President)</i></b>
<b><i>Muhsin KONUK (Bookkeeper)</i></b>
<b><i>Tayfun UZBAY (Member)</i></b>
<b><i>Cihan TAŞTAN (Secretary General)</i></b>