



TRAINEE ASSOCIATION BVIKM-SBIMC (TABS) CHARTER

1. **The Trainee Association of BVIKM-SBIMC (TABS)** is a working group created by the board of the “Belgische Vereniging voor Infectiologie en Klinische Microbiologie – Société Belge d’Infectiologie et de Microbiologie Clinique” (BVIKM-SBIMC).
2. **The Trainee Association of BVIKM-SBIMC (TABS)** will be lead by a steering committee (SC) with a clearly defined organisation chart and reporting to the board of the SBIMC/BVIKM.
 - The SC must elect a president, a vice-president, a secretary and a social networking responsible. The duration of their mandate is 2 years, renewable once. There is no predefined mandate duration for the other members of the TABS SC.
 - The president and vice-president are the point of contact between the SC and the board of the BVIKM-SBIMC.
 - The secretary is responsible for writing the minutes of the SC meetings of the sub-group.
 - The social networking responsible is in charge of organising social network for trainees.
3. One to two members of the BVIKM-SBIMC board will be appointed as **representatives** of the board in the TABS SC, will act as link to that board and may participate in some of the meetings of the working group. This representation will terminate automatically if one ceases to be member of the board. In this case, the representative(s) must be replaced by another/other member(s) of the board as soon as possible (at all times there must be **at least one board representative** in the SC).
4. **The TABS mission and objectives** are jointly determined and revised once a year by the TABS SC and the BVIKM-SBIMC board. For this purpose, the president of the SC is invited once a year to one of the board meetings. The main mission is to create a trainee network platform to build cohesion and understanding, as well as to facilitate the exchange, interaction and collaboration between and with the trainees. Another mission of the TABS is to participate in BVIKM-SBIMC symposia, either by actively participating in their organisation or by presenting the SC activities.

The **TABS SC will be fully responsible** for the concretisation of the mission, the objectives and the actions.

5. Criteria for acceptance of an application to be a member of the TABS.

- Be a member of the BVIKM-SBIMC.
- Speak English.
- Have a special interest in infectious diseases and/or clinical microbiology.
- Be in training - or have completed this training within the last 5 years - as a specialist in infectious diseases, medical microbiology, clinical biology, internal medicine, paediatrics, tropical medicine, clinical pharmacy.

6. Membership of the SC of the TABS

- The SC will be composed of at least 4 members (without taking into account the board representatives) who must all be members of the BVIKM-SBIMC.
- The composition should reflect the whole of the members of the TABS in general (adult and paediatric infectiologists, microbiologists, clinical pharmacists, ...).
- The aim will be to maintain at all times a fair balance between gender, age, language groups (Dutch and French speaking).

- A termination of a mandate of an SC member will be possible either on a voluntary basis of the member or if 4 of his/her colleagues (including at least one representative of the BVIKM-SBIMC board) demand so.
- Specific tasks/roles/responsibilities will be assigned to individual SC members by consensus and as needed on an ad hoc basis.

7. In case of dysfunction of the SC, the BVIKM-SBIMC may decide, after prior consultation of the SC, to dissolve and replace it.