



**Rules for Boards of Trustees
in the Max Planck Society**

- adopted by the Senate of the Max Planck Society on 8 March 2002 -

1. A Board of Trustees should be set up at every institute of the Max Planck Society to establish ties to the general public, particularly to those circles interested in and potentially willing to support the research performed at the institute. In addition, the Board of Trustees should liaise on behalf of the institute, promote the institute's interaction with the scientific community and the general public, and strengthen the confidence of the public in the work of autonomously organized research. The Board of Trustees may approach also the management of the Max Planck Society.
2. The Board of Trustees should be comprised of representatives from those areas of society relevant for the institute, particularly from politics, industry, science, and the media as well as other individuals who can support the institute. The trustees are appointed by the President of the Max Planck Society based on recommendations from the institute's management subsequent to consultations with the respective Vice President and the Secretary General. Reappointments are possible. The President can revoke membership in the Board of Trustees for significant reasons. The number of trustees is fixed in accordance with the size of the institute and the scope of its external relations. The trustees work in an honorary capacity; they cannot arrange to be substituted.
3. The Board of Trustees has a six-year term of office. Trustees elected to serve on the board on account of their office or position lose their membership when they leave their official position. If, after the end of the term of office, the necessary new appointments or reappointments have not been made, the trustees remain in office until the board has been newly constituted. During the term of office, appointments can be made for the remaining period of office.
4. The trustees elect a chairperson and vice chairperson from amongst their midst for the duration of the term of office.

5. The chairperson calls the meetings of the Board of Trustees at least four weeks in advance and announces the agenda. The Managing Director of the institute extends invitations to the constituent meeting. The chairperson of the board and the institute's Managing Director jointly prepare the meeting. The Managing Director forwards appropriate information about the institute to the trustees in due time. The wishes of the trustees should be taken into consideration prior to and during the meeting. As a rule meetings should be held once a year.
6. The scientific members of the institute, the Max Planck Research Group Leaders^{*}, and the academic staff member elected to the section take part in the meetings of the Board of Trustees. Furthermore, representatives from the management of the Max Planck Society as well as authorized representatives of the Administrative Headquarters may participate in the meetings. The Board of Trustees and the institute's management can, by mutual agreement, invite guests to the meetings or to individual points on the agenda.
7. As a rule the chairperson or vice chairperson of the Scientific Advisory Board should be invited to attend the meeting of the Board of Trustees every two years to report on the results of the Scientific Advisory Board's work.
8. The Board of Trustees adopts resolutions based on the approval of at least half of its members. Outside of meetings resolutions can be adopted in writing in agreement with the institute's management.
9. A report on the meetings of the Board of Trustees is to be compiled and signed by the chairperson and the recorder of the minutes. As a rule the report should be completed two months after the meeting.

* In its meeting on November 20, 2009, the Senate of the Max Planck Society decided to change the name „Independent Junior Research Group“ to „Max Planck Research Group“, and the term used for the head of such Groups to „Max Planck Research Group Leader“.