



BYLAWS

When referring to persons, the masculine pronoun is used in the present text. The feminine pronoun is considered equal.

May 10, 2023

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I. Name, Registered Office and Purpose

Art. 1

1. Name An association under the name «Swiss Group for Clinical Cancer Research»/«Schweizerische Arbeitsgemeinschaft für Klinische Krebsforschung SAKK» / «Groupe Suisse de Recherche Clinique sur le Cancer» /«Gruppo Svizzero di Ricerca Clinica sul Cancro» was incorporated within the terms of Art. 60 ff. Swiss Civil Code (ZGB).

Art. 2

2. Registered Office The registered office of the association is in Bern.

Art. 3

3. Purposes and Means The focus of the association is on clinical cancer research on a nonprofit basis, in particular through cooperative trials (SAKK trials). Research results are published in an adequate way. The association contributes to improving oncology care in Switzerland.

II. Membership

Art. 4

1. Regular Members
- ¹Regular members of the association are clinical oncology sites in Switzerland and/or their bearer of rights and obligations with legal capacity. The General Assembly shall decide on the admission of regular members.
- ²The regular members' activities shall be evaluated on a regular basis. The General Assembly shall approve the regulation required in this connection. If the member fails to comply with the regulation, his powers shall be suspended. In case of permanent failure to comply with the regulation despite warning, the member may be, inter alia, excluded).
- ³Full members may resign from the association by giving six months' notice in writing as of the end of a financial year.

Art. 5

2. Associate Members

¹Foreign sites, which have sufficient experience in conducting clinical trials and which are scientifically and structurally capable of participating in SAKK trials, may be admitted to SAKK as associate members. The General Assembly shall decide on the admission of associate members, whereas the quota of associate members may not exceed one-third of the number of members.

²The associate members' activities shall be evaluated on a regular basis. Criteria required in this connection shall be contractually stipulated. If a member fails to comply with the regulation, his powers shall be suspended. In case of permanent failure to comply with the regulation despite warning, the member may be excluded.

³Associate members may resign from the association by giving six months' notice in writing as of the end of a financial year.

Art. 6

3. Obligations

Members are obliged to support the goals of the association. They are in particular obliged:

- a) to participate in SAKK trials;
- b) to delegate persons to bodies of the association and to specialized bodies;
- c) to pay the membership fees determined by the General Assembly.

III. Organization

Art. 7

1. Committees a) Organization

¹Bodies of the association are:

- a) the General Assembly (Art. 8 – 11);
- b) the Board (Art. 12 - 17);
- c) the Strategic Council (Art. 18 - 20);
- d) the International Scientific Advisory Board (Art. 21 - 24);
- e) the Directors' Committee (Art. 25 - 30);
- f) the Scientific Committee (Art. 31 - 33);
- g) the Executive Committee (Art. 34);
- h) the Auditors (Art. 36).

²The administrative and technical organization of SAKK also includes

- a) the Competence Center (Art. 35);
- b) the Specialized Bodies (Project Groups, Working Groups and Sections (Art. 37 – 39);
- c) the Patient Advisory Board;
- d) the Independent Data Monitoring Committee.

³Unless determined otherwise in the Bylaws, the maximum admissible term

of office in a body of the association or in a Specialized Body shall be 15 years. In total, no one may serve the Body of the association and/or a Specialized Body for longer than 21 years. The maximum admissible terms of office are not applicable to the General Assembly, the Strategic Council, the Executive Committee and the employees of the Competence Center.

⁴ No one may serve two different bodies of the association and/or Specialized Bodies at the same time, unless explicitly permitted or required by the Bylaws or a regulation which has been approved by the Board.

⁵ A gender balance in the bodies of the association as well as in the Specialized Bodies shall be strived for.

⁶ Members (as well as the president and the chairperson) of the Body of the association and a Specialized Body, who do not comply with the provisions of the Bylaws and regulations, are warned by the General Assembly. If they are still fallible, the General Assembly can impose sanctions, such as the withdrawal of voting rights in the respective Body (if any). As a last resort, the General Assembly is authorized to exclude the offending member from the respective Body.

Art. 8

2. General Assembly a) Eligibility

¹ One representative of the regular members as well as of one representative of the associate members shall be entitled to participate in the General Assembly. The name of the eligible person shall be communicated to the Competence Center in written in advance.

² The following bodies shall attend the General Assembly in an advisory capacity:

- a) the members of the Board;
- b) the presidents of the Specialized Bodies;
- c) the representatives of the Executive Committee;
- d) the chairs of the Strategic Council and the Scientific Committee;
- e) other guests.

Art. 9

b) Tasks

The General Assembly is the supreme governing body of the association. The General Assembly has the following tasks:

- a) elect the President and all other members of the Board, the Chair of the Scientific Committee and its members, the members of the International Scientific Advisory Board as well as of the independent auditors, to discharge the Board from liability and to confirm the chairperson of the Strategic Council and its members;
- b) supervise the activities of the bodies and to dismiss them at any time for cause, without prejudice to any contractual claims (as far as this task is not assigned to other bodies by the Bylaws);
- c) take note of the strategy and of the financial plan;

- d) adopt regulations, in particular regarding:
 - admission, evaluation and removal of members;
 - tasks, organization and modus operandi of the Board;
 - tasks, organization and modus operandi of the Strategic Council;
 - tasks, organization and modus operandi of the Scientific Advisory Board;
 - tasks, organization and modus operandi of the Scientific Committee;
 - tasks organization of the Specialized Bodies;
 - tasks organization and modus operandi of the Patient Advisory Board;
 - referral of patients
 - publications;
 - handling and avoiding Conflicts of Interest;
 - quality policy and strategy.
- e) approval of the annual report as well as the annual financial statement and the minutes of the last General Assembly and determination of the membership fees;
- f) revision of the Bylaws and dissolution of the association.
- g) Determination of the amount of compensation for the members of the Board and for the chair of the Scientific Committee.

Art. 10

- c) Convocation
 - ¹The ordinary General Assembly shall be held at least twice a year. The ordinary General Assembly shall be called by the Board in written (postal or via e-mail). In exceptional cases, the Board may decide that the General Assembly be held virtually. Notice in writing of the time and date of the ordinary General Assembly shall be sent to the members no later than eight weeks prior to the meeting. Applications of the members shall be submitted to the Board in writing no later than four weeks prior to the ordinary General Assembly. The members shall be provided with the agenda three weeks prior to the meeting.
 - ²An extraordinary General Assembly may be called by the Board as necessary and by giving 5 working days' notice. The General Assembly must be called upon written (postal or by e-mail) request of at least one-fifth of the members, who must indicate the agenda items. The extraordinary General Assembly shall be held virtually, if requested by at least one-fifth of the members or if physical presence at the meeting is not possible due to external circumstances.

Art. 11

- d) Quorum
 - ¹Every member (Art. 4 and 5), whose powers are not suspended within the terms of Art. 4 para. 2 or Art. 5 para. 2, has one vote each at elections and ballots.

²The General Assembly is quorate provided that more than 50% of its members are present. The General Assembly shall be chaired by the President. In case of him being absent, he shall be represented by the Vice-President or by another member of the Board, if the Vice-President is also absent.

³The General Assembly shall solely make decisions on agenda items, which are indicated on the agenda pursuant to the invitation. The General Assembly may consult in relation to items that are not on the agenda; however, its members do not have the power to make a final decision. Such topics may be raised by any member or the members of the Board. If at least two-thirds of the members present at the beginning of the meeting agree to add an additional item to the agenda (except for resolutions on exclusion and other association sanctions, amendments of the Bylaws and dissolution), decisions may also be made on this item.

⁴In principle, elections and voting shall be held by secret ballot. The President may order a vote on factual submissions by open ballot, unless the Assembly objects with an absolute majority of valid votes of all members present. The absolute majority of the valid votes shall apply when making decisions on elections and factual submissions; Art. 45 and Art. 46 remain reserved.

⁵The members' representatives shall comply with the respective member's instructions when exercising voting rights. They shall follow their instructions independently of any instructions from Board members.

⁶The same provisions on the quorum shall apply to decisions of the General Assembly by means of circular letter (written vote).

Art.12

3. Board a) Composition, Term of Office

¹The Board shall be composed of the President, the Vice-President and at least four and at most six additional Board members. 3 to 4 members shall be physicians specialized in the field of cancer therapies, and 3 to 4 members shall represent the areas of finance, politics as well as public and private health care. No Board member may be a member of the Executive Committee. The chairperson of the Executive Committee (Chief Executive Officer, hereinafter referred to as "CEO"), the chairpersons of the Strategic Council and the Scientific Committee as well as the Past President may attend the meetings in an advisory capacity. Depending on the topic and as necessary, members of the Executive Committee or third parties may be invited to the Board meetings as non-voting guests.

²Subject to Art. 12 para. 3, the members of the Board shall be elected for a three-year term; they may be confirmed in their office for two further terms.

³The President and the Vice-President shall be elected for a three-year term of office. They may be re-elected once; taking into account their preceding service on the Board, the maximum term of office in this case is

15 years.

⁴The maximum 15-year term of office also applies to past Board members, who re-stand for election for Board membership. New candidacy shall be possible no earlier than three years after resignation from the Board.

Art. 13

b) Tasks

¹The Board is the highest strategic management body of the association after the General Assembly. The Board has in particular the following tasks:

- a) call the General Assembly, to prepare and to submit applications with regard to topics relevant for making a decision;
- c) determine the organizational strategy (in consultation with the Strategic Council), the research strategy (in consultation with the Scientific Committee and the International Scientific Advisory Board) and the financial plan;
- c) represent the association's interests within superordinate and coordinate committees as well as toward authorities entrusted with research funding; to network nationally and internationally with other organizations that share the same or similar goals; represent the interests of the association in politics and business;
- d) elect the Vice-President among its members and the delegate of the Board to the Directors' Committee;
- e) elect, supervise and remove the chairperson of the Executive Committee (CEO) and the presidents of the sections, project groups and working groups upon their proposal;
- f) adopt regulations, regarding the:
 - organization, tasks and modus operandi of the Directors' Committee
 - organization, tasks and modus operandi of the Competence Center and the Executive Committee;
 - organization, tasks and modus operandi of the Independent Data Monitoring Committee;
 - finance, investments and funds;
 - signatory powers;
 - translational research;
 - workshops and meetings with SAKK in charge.
- g) lay down finance and accounting standards; to manage the internal monitoring and control system as well as management processes and reporting;
- h) approve the budget; to control and monitor the application of funds necessary for goal achievement;

²The Board also has the power and duty to deal with and decide on all matters that are not assigned to another Body of the association or Specialized Body.

³The Board shall assign the business management to the Directors' Committee in accordance with the Rules of Procedure.

Art. 14

- c) Convocation The Board shall hold a quarterly meeting at least. It shall be called by the President or upon the request of at least two Board members.

Art. 15

- d) Quorum ¹The Board is quorate provided that more than 50% of its members participate following a written invitation (postal or by e-mail).
- ²The Board shall as a rule vote by secret ballot. The absolute majority of the valid votes of all present Board members shall apply.
- ³Resolutions of the Board by circular letter are possible, unless at least one Board member demands oral consultation and oral resolution. The resolution by circular letter shall be recorded in the minutes on the occasion of the next Board meeting.

Art. 16

- e) Modus Operandi ¹The President is the chairperson of the Board. He shall preside at the Board meetings and shall ensure efficient and effective functioning.
- ²For fulfilling its tasks, the Board may appoint standing or special committees while at the same time determining composition, tasks, powers, terms and responsibilities.
- ³The compensation of the Board (incl. president, vice president and past president) shall be determined by the General Assembly. The compensation shall be assessed on the basis of factually comprehensible and transparent criteria. The period and the amount of the compensatory payment made to the Board members shall be disclosed to the General Assembly.

Art. 17

- f) Business with Board members

Any business of SAKK with Board members shall be conducted under the same conditions as with third parties. Furthermore, it shall be disclosed.

Art. 18

4. Strategic Council
a) Composition,
Term of Office

¹The Strategic Council shall be composed of one representative of each member delegated to the body for 3 years. The members shall be free to decide whether they want to participate in the Strategic Council. The members shall

autonomously delegate their representatives to the Strategic Council and authorize them to contribute to the Strategic Council in the member's interests.

²The Strategic Council shall elect a chairperson from among its members. The election shall be valid for a period of 3 years.

³The chairperson and the members of the Strategic Council shall be confirmed by the General Assembly.

⁴The members of the Strategic Council may take part in the General Assembly as representatives of a member of the Association and they may also be members of the Specialized Bodies or the Scientific Committee.

Art. 19

- b) Tasks The Strategic Council shall represent the members and advise the Board on all strategic decisions.

Art. 20

- c) Modus Operandi,
Convocation ¹The Strategic Council headed by the Chair shall be free in its organization and modus operandi.

²The Strategic Council shall meet at least once a year. The chairperson shall call the meeting.

³The chairperson and the members of the Strategic Council shall render their services free of charge.

Art. 21

5. International Scientific Advisory Board

- a) Composition,
Term of Office ¹The International Scientific Advisory Board consists of five to eight international experts with excellent knowledge and experience in SAKK's research areas.

²The members of the International Scientific Advisory Board are elected by the General Assembly on the proposal of the Directors' Committee for the current meeting and can be re-elected three times (a total of four meetings).

Art. 22

- b) Tasks The tasks of the International Scientific Advisory Board shall be determined by the General Assembly in accordance with the regulation.

Art. 23

- c) Convocation ¹The International Scientific Advisory Board shall hold meetings on a regular basis to be called by the Board in accordance with the Board resolution.

²The Board, the presidents, the project groups, as well as the representatives of the Executive Committee shall attend the meetings in an advisory capacity. Third parties without voting rights may be invited as guests to the Advisory Board meetings as necessary.

Art. 24

- d) Quorum Two-thirds of the participating members shall constitute a quorum of the International Scientific Advisory Board.

Art. 25

6. Directors' Committee
a) Convocation

The Directors' Committee shall be composed of one delegate of the Board, the chairperson of the Scientific Committee and the CEO. The CEO shall chair the Directors' Committee.

Art. 26

- b) Tasks

¹The Directors' Committee is the highest operational management body of the association with the following powers:

- a) operational management of the association in accordance with the strategy in effect and the applicable regulations;
- b) decision-making on research activities, duly taking into account the assessment of the Scientific Committee and the strategic and financial guidelines of the Board. If the decision differs from the assessment of the Scientific Committee, a justification is required;
- c) monitoring and assuring the quality of ongoing trials;
- d) right to submit applications to the Board.

²The Directors' Committee shall delegate the management of the Competence Center to the Executive Committee in accordance with the Rules of Procedure.

Art. 27

- c) Convocation

The Directors' Committee shall meet at least once a month. The meeting shall be called by the CEO or by another member of the Directors' Committee.

Art. 28

- d) Quorum

¹The Directors' Committee is quorate provided that all members participate in the meeting. The absolute majority of the valid votes shall apply.

²Resolutions of the Directors' Committee may be made by circular letter. The resolution by circular letter shall be recorded in the minutes on the occasion of the next meeting.

Art. 29

- e) Modus Operandi The Directors' Committee may invite guests in an advisory capacity.

Art. 30

- f) Business with members of the Directors' Committee

Any business of SAKK with members of the Directors' Committee must be closed under the same conditions as for third parties and must be disclosed on their part.

Art. 31

7. Scientific Committee
a) Composition, Term of Office

¹The Scientific Committee shall be composed of 8 – 12 members. At least 60% of the members shall be representatives of the specialties of medical oncology and hematology. The remaining seats shall consist of a best possible composition of representatives from different disciplines, with at least one representative from each of the disciplines of radiation oncology, surgery, and pathology. If a discipline is not represented, an external expert without voting rights may be called in at any time.

²The following persons shall attend the meetings of the Scientific Committee in an advisory capacity:

- a) Chief Scientific Officer
- b) Chief Operations Officer
- c) Head of Statistics
- d) other members of the Competence Center and external experts, if required

³The chairperson as well as the members of the Scientific Committee shall be elected by the General Assembly for a three year's term. They may be re-elected twice.

⁴The members of the Scientific Committee may at the same time be members of a Specialized Body or of the Strategic Council.

Art. 32

- b) Tasks

The Scientific Committee shall have the following tasks:

- a) scientific assessment of the trial proposals and prioritization according to scientific criteria;
- b) assessment of the ongoing trials and research projects, their reports and publications;
- c) appointment of a Liaison Person for each project group, working group and section from among its members, who shall support the group or section assigned to in the research strategy;
- d) support in the development of the research strategy of SAKK and the research strategies of the individual research groups;
- e) advising the Board on strategic research issues;

- f) providing input for scientific events and publications;
- g) support of young researchers.

Art. 33

- c) Convocation,
Modus Operandi

¹The members of the Scientific Committee shall perform their work in accordance with the regulations of the Scientific Committee.

²The Scientific Committee shall meet at least every second month. It shall be called by the chairperson.

³The members of the Scientific Committee (except the chairperson) shall render their services free of charge. The compensation of the chairman is determined by the General Assembly.

⁴The provisions of the Conflict of Interest Policy (Art. 17) shall apply mutatis mutandis to the members of the Scientific Committee.

Art. 34

8. Executive Committee

¹The Executive Committee shall be composed of the CEO as well as of the heads of department of the SAKK Competence Center.

²The Executive Committee shall provide assistance to the Board and the Directors' Committee in their decision-making progress and implement their decisions.

³The Executive Committee shall prepare the Board's business in collaboration with the Directors' Committee and implement their decisions.

⁴The Executive Committee shall comprehensively report to the Board and the Directors' Committee any issue on time, which is relevant for the tasks of the Board and the Directors' Committee.

⁵The CEO shall chair the Executive Committee. He shall be responsible to the Board.

⁶The Executive Committee shall manage the Competence Center and the operational business with regard to the implementation of SAKK's goals.

⁷The provisions of the Conflict of Interest Policy (Art. 17) shall also apply mutatis mutandis for the members of the Executive Committee.

Art. 35

9. Competence Center

¹The Competence Center is the head office of the association.

²The organization and tasks of the Competence Center shall be determined by the Rules of Procedure issued by the Board.

Art. 36

10. Auditors

The auditors appointed by the General Assembly shall audit the association's accounts. They shall report and submit proposals to the General Assembly annually. Furthermore, in the event of the dissolution of the Association, they shall ensure the appropriation of the surplus of assets in accordance with the Bylaws. The auditors must be recognized in accordance with the Federal Act on the Swiss Financial Market Supervisory Authority (Financial Market Supervision Act).

Art. 37

11. Specialized Bodies

a) Project Groups

¹The Board shall appoint project groups for the most important areas of the SAKK research program, which shall cover the strategic points of focus.

²Each project group shall be headed by one president. Upon the proposal of the project group, the President shall be appointed by the Board for a three-year term and may be re-elected once.

³The members of the project groups shall have knowledge of the current research status in the respective specialized field and develop project proposals for SAKK trials for the attention of the Directors' Committee via the Scientific Committee.

⁴The project groups shall have the right to submit applications to the Scientific Committee and secondarily, in case of disagreement, to the Directors' Committee, when decisions on trial activities are made.

⁵Further tasks of the members of the project groups as well as of the presidents of the project groups shall be governed by separate regulations.

⁶Membership in various Specialized Bodies is permitted. However, the president of the project group can only be president of one Specialized Body.

Art. 38

b) Working Groups

¹The representatives of specific oncology fields of interest may form working groups. The members of the working groups shall be self-organizing.

²Each working group shall be headed by a president, who shall be appointed by the Board for three year's term on the proposal of the working group and may be re-elected once.

³The working groups shall develop project proposals for SAKK trials for the attention of the Directors' Committee via the Scientific Committee.

⁴The working groups shall have the right to submit proposals to the Scientific Committee and secondarily, in case of disagreement, to the Directors' Committee, when decisions on trial activities are made.

⁵Further tasks of the members of the working groups as well as of the presidents of the working groups shall be governed by separate regulations.

⁶Membership in various Specialized Bodies is permitted. However, the president of the working group can only be president of one Specialized Body.

Art. 39

c) Sections

¹The representatives of those occupational groups that take part in SAKK trials may form sections. The General Assembly shall decide on their recognition and dissolution.

²The sections shall be constituted in consultation with the Board. They shall organize their activities on their own; they shall be supervised by the Board and headed individually by one section president. The section President shall be elected by the Board on the proposal of the section members for a three year's term and may be re-elected once.

³The sections shall take an active part in the design and the conduct of SAKK trials and develop project proposals for SAKK trials for the attention of the Directors' Committee via the Scientific Committee.

⁴The sections shall have the right to submit applications to the Scientific Committee and secondarily, in case of disagreement, to the Directors' Committee, when decisions on trial activities are made.

⁵Further tasks of the section members and of the presidents of the sections shall be governed by separate regulations.

⁶Membership in various Specialized Bodies is permitted. However, the president of the section can only be president of one Specialized Body.

IV. Management; Finances

Art. 40

1. Signatory Power The Board shall represent the association. The President, the Vice-President and the members of the Directors' Committee shall have joint signature. The appointment of further authorized signatories shall be reserved to the Board while also specifying the type of their signatory power.

Art. 41

2. Financial Year The financial year corresponds to the calendar year.

Art. 42

3. Finances
a) Income

The association shall cover its resource requirements as follows:

- a) research grants from public authorities and committees entrusted with research funding, respectively;
- b) grants from and compensation to third parties;
- c) yield on assets;
- d) membership fees;
- e) cooperation with companies and other organizations;
- f) any other income.

Art. 43

b) Investment of Cash
and Cash Equivalents

¹The investment of cash or cash equivalents shall be calculated on the basis of the budget, which shall be adopted by the Board.

²The following investments shall be made by funds of the association:

- a) research contributions corresponding to the research performance within the scope of SAKK trials;
- b) costs and expenditures of the Competence Center;
- c) expenses that occur in respect of activities of the various SAKK committees and in respect of the presentation of SAKK research results at Swiss or foreign events;
- d) further expenditures in connection with the realization of the statutory goals of the association.

³In compliance with the budget policies, the Board and the Executive Committee respectively shall adopt the investment of cash and cash equivalents in particular and in best judgement, which shall be in accordance with the Rules of Procedure.

Art. 44

4. Liability

¹The association shall be liable for obligations solely to the extent of the association's assets. Any liability of the members exceeding the amount of annual membership fee is excluded.

²Members who have resigned or been expelled shall have no claim on the assets of the association.

V. Amendments to the Bylaws, Dissolution of the Association

Art. 45

1. Amendments to the Bylaws

A two-thirds majority of the members present and voting shall be required for decisions of the General Assembly on the adoption of amendments to these bylaws, in whole or in part.

Art. 46

2. Dissolution of the Association

¹The association may be dissolved only upon adoption of a decision by a two-thirds majority of the members of the General Assembly present and voting. A special meeting shall be called expressly and exclusively for this purpose.

²The General Assembly shall decide on the use of assets and the income resulting hereof upon the proposal of the liquidators. Within the terms of Art. 3, the liquidation value shall be unconditionally and irrevocably distributed to a charitable organization which is qualified for exemption from tax.

VI. Final Provisions

Art. 47

1. Entry in the Commercial Register

The Board shall be empowered to register the association in the commercial register.

Art. 48

2. Prevailing language

In the event of any conflict between the German and English version of these Bylaws, the wording of the German version shall prevail.

Art. 49

3. Entry into Force

The present bylaws shall enter into force as of 10.05.2023. They shall replace all previous bylaws.

Bern, 10.05.2023

Prof Dr med. Miklos Pless
SAKK President

Prof Dr med. Sacha Rothschild
SAKK Vice-President