The Saudi Neonatology Society (SNS) was established by the Saudi Commission for Health Specialties in 21 November 2006 with an EST. No of 30/A/27.

The Society is currently located in Riyadh and may have more subdivisions in other locations if needed.

**Name and Location**

The Saudi Neonatology Society is the professional voice that facilitates Neonatology Services in Saudi Arabia through excellence in practice, education, research and professional development.

**Mission**

The Society is a NON profit organization

The Saudi Neonatolgy Society is the professional voice that facilitates Neonatology Services in Saudi Arabia through excellence in practice, education, research and professional development.

**Vision**

The vision of SNS is to be a leading society in the field of neonatology in the region and internationally.
The main goals and objectives of the SNS are to ensure high standards in neonatal medicine and to promote public health awareness through the following:

1. To encourage and advance the knowledge, practice and research of the science of neonatology in the country
2. To promote collaborative research environment through the society activities
3. To draw out recommendations for Neonatal care at different levels
4. To establish liaison with other professionals concerned with neonatal care
5. To organize lectures, conferences, training courses, and workshops aiming to promote neonatal care in the region.
6. To afford sufficient opportunities to its members and others to associate and exchange ideas and developments regarding their common neonatal medical practice.
7. To promote by example and conduct proper professional ethics and the prudent and reasonable growth of a neonatal health care system in Saudi Arabia
8. To develop networking of information that monitor and provide results about the outcome of neonates in Saudi Arabia
The General Assembly

The General Assembly consists of all the active members of the SNS who paid their annual fees. It assembles at least once a year in a regular meeting or

- Upon the call of the president of the SNS or
- Upon the call of at least 20% of the members

The meeting will be in order and binding when it is attended by at least half of its members.

Duties of the General Assembly:

1. To approve the by-laws to conduct the internal affairs of the society.
2. Approving the society’s annual budget and its accounts
3. Approving the annual report concerning its activities prepared by the Board of Directors
4. Electing the members of the Board of Directors
5. Approving the annual plan submitted by the Board of Directors
6. Discussing all topics in the agenda, and taking the required decisions.
7. To approve an external auditor who is nominated by the board of directors to review the accounts of the Society.
The Board of Directors

The Board of Directors consists of 9 members who will be elected by the general assembly of the society using secret ballots. The Board of Directors members have to be consultants in good standing in the Neonatology Subspecialty. Board of Directors membership will be for three years, which can be renewed. The Board of Directors will hold a routine meeting every three months (or more frequent if needed), emergency meeting(s) may be called upon request of the president of the society, or upon request of half or more of the board members. The meetings of the Board of Directors will be in order and binding when more than half of its members are present.

Duties of the Board of Directors

1. To elect the president, the vice president, the treasurer and the secretary general of the society.
2. To ensure progress on the objectives and goals of the society.
3. To establish committees responsible for developing guidelines, neonatal database, and scientific activities including the annual meeting of the society.
4. To issue the rules and regulations to execute the by-laws.
5. To finalize the annual activities report and submit it to the SCHS after approval by the general assembly.
6. To suggest the annual budget
7. To suggest the annual fees for membership.
8. To follow and execute the decisions made by SCHS
9. To discuss the acceptance of donations, gifts and other financial support

The Board of Directors will approve decisions taken by a majority vote and in case of tie; the president has the right to cast his vote. If a member of the Board fails to attend three consecutive meetings of the Board of Directors without an acceptable excuse, he/she is considered resigned from the membership of the Board.

In case of vacancy of position in the Board of Directors, a new member will be chosen by the Board of Directors subjected to the approval by the Saudi Commission for Health Specialties. The choice of a new member should take into consideration the rank of the candidate in the initial vote by the general assembly.

**Duties of the president of the SNS**

The elected president of the society is the president of the Board of Directors and his/her duties are as follows:
1. To run and approve the society board of directors meetings
2. To call for general assembly meetings
3. To approve and sign financial commitments and public relation agreements
4. To represent SNS in public or scientific occasions
5. To represent the society in communications with governmental and non-governmental authorities in the Kingdom and abroad

**Duties of the vice president of the SNS**

1. To assist the president in all assigned duties.
2. In the absence of the president the vice president will take his/her place with full authorities and privileges.

**Duties of the Secretary General of the SNS**

The Secretary General shall give notice of all meetings of the Society. Further, the Secretary shall maintain the records of the Society.

**Duties of the Treasurer of the SNS**

The treasurer shall keep an account of all funds received and spent for the use income and expenditure of the Society in a bank approved by the SCFHS. The Treasurer of the Society will prepare its yearly budget. He/she will submit his/her report to the Board of Directors, which will ultimately be submitted to the general assembly for its approval.
The Board of Directors shall nominate an Honorary President. The Honorary President should be a public figure known to have interests in the field of neonatology. The honorary president should preside the Society’s meeting, which he/she will attend.

Resources of the Society and its Budget

The Society’s main resources are:

1. The early financial support can be obtained as a loan from the Saudi Commission for Health Specialties.
2. Registration fees and the yearly membership fee of each member
3. Income from the publications of the society
4. Registration fees from scientific/educational activities organized by the Society.
5. Institutional and private donations

The financial year will start from the 1st of the month of January. For control of accounts, the same method will be followed as in governmental institutions. Financial auditing party will review the treasuring and the budget before the end of every financial year and present it to the Board of Directors and ultimately to be presented to the General Assembly.
Regional Representatives

The society will have regional representatives in the main regions of Saudi Arabia. Regional representatives (RRs) will be elected by the SNS members in every region. The elected members have to be approved by the Board of Directors. They will serve a term of 3 years and may be reappointed or elected for no more than one additional 3-year term. The role of the regional representative on behalf of the Society in his/her region is:

1. To represent the society in his/her region
2. To promote the society and its activities in his/her region.
3. To coordinate the society’s activities in his/her region.
4. To encourage qualified specialists to join the Society.
5. To encourage affiliate membership by communicating with those in charge of specialty training/teaching programs (program directors) and allied health personnel in specialties related to the Society.
6. To review and make recommendations on applications of the membership in his/her region.
7. To act as liaison between his/her region’s members and the society.
8. To submit to the Board of directors a short, written annual report of activities in his/her region.
9. To attend two meetings of the Board of Directors per year (tickets and accommodation will be arranged by the Society).
10. 30% of the money generated by each region under the umbrella of the SNS will go to support the regional medical activities after approval of the SNS Board of Directors.
Membership

Membership of the Association shall be representative of neonatal practice in Saudi Arabia. The Board of directors will decide the documentation needed for registrations.

The following three types of memberships can be offered:

1) Active Membership:
   - Active members have the right to vote.
   - This membership will be offered to those who will meet the membership requirements.
   - The following conditions are stipulated for active membership enrollment:
     i. The applicant should have a related discipline degree in neonatology or interest in any of the specialties related to neonatology.
     ii. To have a valid registration in SCOHS.
     iii. To apply for joining the Society.
     iv. Fees payment.
The request for active membership shall be discussed and approved by the Board of Directors.

2) Affiliate Membership:
This membership will be offered to Interns, residents and fellows in training programs related to specialties of the society with reduced registration and annual fees. Affiliated members cannot vote or attend any of the Society administrative meetings.

3) Honorary membership:
Honorary members are nominated by the Board, based on their outstanding achievements in the field of the objectives. The honorary members may attend the general assembly meeting and its different committees but he/she will not have the right to vote.
Member Benefits:

1. Receiving publications of the society at no extra charge with free access to the society’s publications online.
2. Priorities to attend society’s meetings at a discounted rate.
3. The opportunity to chair sessions in society’s meetings and active participation in scientific committees related to the member’s experience and academic interest.
4. Names of active members will be submitted for possible sponsorship (when feasible) to attend scientific meetings related to the specialties of the Society locally or abroad.
5. CME credit for the Society’s activities.