

Rules for ICOM International Committees

Introduction

To promote and protect the interests of ICOM and the international museum community, these Rules are designed to ensure that International Committees provide maximum benefits to all parties. Unless stated otherwise, these rules are intended as minimum requirements.

Section 1. Role and responsibility

1. International Committees are principal instruments for the work of ICOM and for the realisation of its programmes of activity. They are channels of communication between ICOM members with similar professional interests. International Committees are responsible for the development and implementation of ICOM's programmes and of activities related to each International Committee's specific mandate. Furthermore, the International Committees provide valuable advice to the Executive Council, the Advisory Committee, and the Secretary-General on matters relevant to ICOM's mission and programmes.

2. International Committees are components of ICOM and subject to the ICOM *Statutes* and Policies, Code of Ethics, Rules for International Committees, and relevant decisions of the General Assembly and the Executive Council.

3. Each International Committee is represented at the ICOM Advisory Committee by its Chairperson or representative, and at the ICOM General Assembly as determined by the ICOM Policies.

4. Each International Committee may establish by-laws. These must be based on the Rules for International Committees and subject to approval by the ICOM Executive Council. Proposed amendments to these by-laws must be sent to the International Committee members at least four months before voting and must receive a majority of the cast votes to be adopted.

5. International Committees represent ICOM and must operate within the generally accepted framework of the organization with respect to the International Committee's specific theme.

6. The Chairperson of the International Committee shall ensure that the International Committee's activities do not compromise ICOM.

Section 2. Membership

7. International Committee membership is open to all ICOM members in good standing upon request and without undue delay or restrictions.

8. Each International Committee is composed of those ICOM members that have chosen to be member of this (one) International Committee and must maintain a membership of at least 50.

9. To be eligible to stand for election to an International Committee board and to vote for International Committee board members, persons must be members of ICOM in good standing, and have designated this particular International Committee as the one International Committee on which they wish to be an active participant as defined by the ICOM *Statutes* and Policies.

10. The International Committee membership list is maintained by ICOM.

Section 3. Operation

11. International Committee management responsibilities reside with an elected Board composed of at least five persons including the chairperson.

12. The International Committee shall communicate with members at least once a year. General information shall be distributed to members on a regular basis as a membership service, while an optional fee may be charged for non-members to receive equivalent information.

13. The International Committee may, according to its own decision, include in its communication network, and accept as participants in its conferences, other members of ICOM as well as non-members.

14. The International Committee shall hold meetings at least once a year.

15. The International Committee shall determine the venue and arrangements for its meetings. One of these meetings shall be part of each ICOM Triennial Conference.

6. The International Committee shall inform the National ICOM Committee in the host country of a forthcoming meeting.

17. The International Committee may create working groups for specific purposes depending on the needs of a programme or on request by members.

Section 4. Financial Resources

18. The International Committee shall fulfil its financial obligations and the Chairperson shall ensure that its financial accountability does not compromise ICOM.

19. The International Committee shall submit an annual report of activities and an annual financial report to ICOM. Upon the submission of these reports and according to the number of registered members, the International Committee is eligible for a subsidy from ICOM. ICOM may withhold the subsidy if these reports are not delivered in a timely fashion or are incomplete.

20. The International Committee may accept sponsorship and request fees for special activities and services rendered (within the limitations stated in Section 1, para. 6 and subject to prior agreement by ICOM).

21. To ensure the proper legal and financial management of funds associated with the International Committee's annual meetings and to certify the proper audit of related accounts, International Committees shall establish an agreement of

cooperation with an entity in the host country (a museum, university, foundation, the ICOM National Committee, or similar public-oriented body).

Section 5. Elections

22. Elections shall be held every third year, normally during the ICOM Triennial Conference. A call for candidates shall be sent to all members at least four months in advance. Members (as identified in Section 2, para. 8) are eligible to stand for election.

23. The chairperson shall be elected prior to the other members of the Board. The chairperson and the other members of the Board shall be elected for three years, and their mandate can be renewed once. A member of the Board may subsequently be elected chairperson. However, no one may remain on the Board for more than twelve consecutive years.

24. The Chairperson or Board members of an International Committee may not serve in another elected or appointed position in ICOM unless authorized by the Executive Council.

Section 6. Evaluation

25. International Committees shall be evaluated at least once every six years or at such times as may be deemed necessary, to determine the International Committee's conformity with the Rules for International Committees and the relevance of the International Committee's activities in relation to the ICOM mission, core values, and programs.

Section 7. Dissolution

26. In the event of dissolution being declared either by the majority of the members attending the annual meeting of that International Committee or by the Executive Council, the latter shall appoint liquidators. Any remaining assets should be transferred to ICOM.

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