

## STATUTES

### ICOMOS International Scientific Committee for Analysis and Restoration of Structures of Architectural Heritage (ISCARSAH) Revised 13 November 2014

#### **Article 1 - Establishment**

The International Committee of ICOMOS for Analysis and Restoration of Structures of Architectural Heritage (hereinafter referred to as "the Committee") has been established in accordance with article 14 of the ICOMOS Statutes and the Eger Principles for International Scientific Committees (decision of the X<sup>th</sup> General Assembly). The Statutes were adopted by the Committee on 03-10-1996 and approved by the Executive Committee on 04-10-1996. The Statutes have been revised to be in compliance with the Eger-Xi'an Principles for the International [Scientific] Committees of ICOMOS, July 2008 (hereafter referred to as the "Eger-Xi'an Principles").

#### **Article 2 - Objectives**

The objectives of the Committee concern the structural aspects of all built objects of heritage and are aimed to:

- 1) promote international cooperation in the establishment of a world body gathering the various specializations of professionals in conservation and restoration concerned with integrating the contribution of structural engineering into conservation knowledge, so that a full understanding of structural typology, behaviour and material characteristics become an intrinsic part of conservation practice;
- 2) establish guidelines and/or formulate general recommendations to be regularly updated;
- 3) disseminate the knowledge acquired for the development of competency in conservation of historic structures in different countries;
- 4) develop international standards, recommendations and guidelines in cooperation with International Standardisation bodies and other organizations that will guide authorities and professionals in the conservation of heritage structure;
- 5) define research needs and stimulate and support research activity;
- 6) act as a catalyst to training and research programmes in relevant areas that will help younger professionals to undertake work on heritage structures;
- 7) expand technical co-operation by fostering links with specialized institutions, universities, and private and public sector organizations; and
- 8) work with UNESCO World Heritage in assessing, monitoring and advising.

#### **Article 3 - Activities**

The Committee shall accomplish its objectives by creating a forum for the exchange of experiences, ideas and research results, providing a base for the coordination of existing research, promotion of further studies and the development of scientific cooperation with researchers, institutions, academic and professional bodies. To fulfil these objectives, the Committee may organize seminars, conferences, congresses and any other activity allowed by the ICOMOS statutes.

#### **Article 4 - Members**

- 1) There are five categories of membership - Expert, Corresponding, Associate, Non-ICOMOS, and Honorary Members. These categories are discussed below and are further defined in the Eger-Xi'an Principles. A more comprehensive discussion on membership to the Committee can be found in the *Criteria for Admission to Membership*.
- 2) **Expert Members** are any persons with proven or established expertise in the fields defined by the objectives of the Committee. Expert Members are either proposed by the National Committees, self-nominated, or directly invited by the Committee; and are admitted to the Committee by decision of the Committee.
- 3) Expert members have the right to vote on amending the Committee Statutes. Voting for officers of the Committee bureaux is according to the principle of one vote per country, and only an Expert Member designated by a National Committee of ICOMOS may vote in these elections.
- 4) Expert Membership is considered a privilege and responsibilities must be met for continued Expert Member rights as defined in the *ISCARSAH Criteria for Membership*.
- 5) Members removed from Expert Member status will be invited to be Corresponding Members in writing by the Executive Committee. They will be removed from membership if they do not respond to this invitation.
- 6) **Corresponding Members** are relevant experts who, for whatever reason, cannot participate in Committee activities but choose to maintain Committee involvement.
- 7) **Associate Members** are persons engaged in activities relevant to the objectives of the Committee but who have yet to prove their expertise. Such persons may become Associate Members on the proposal of the Executive Board approved by the decision of the Committee.
- 8) **Non-ICOMOS Members:** Non-members of ICOMOS can also be given membership with the same rights and responsibilities as Expert or Associate Membership. Non-ICOMOS members will be encouraged to apply for ICOMOS membership.
- 9) **Honorary Members** of the Committee may be appointed by decision of the Executive Board in recognition of the services they have rendered to the Committee and of their activities in favour of its objective.
- 10) Corresponding and Associate Members have no voting rights, but will receive all correspondence afforded to Committee members. Expert members who have been elevated to Honorary Membership retain their Expert Member voting rights.
- 11) Organisations concerned with the objectives of the Committee may be invited as Associate partners to participate to the activities of the Committee.

#### **Article 5 - Administration**

- 1) The Committee takes its decision by majority vote of the Expert Members present at its meeting. Present at the meeting are also absent Expert Members who have given a written proxy to Expert Members present. An Expert Member shall not represent more than two absent Expert Members. In case less than the majority Expert Members is present at the meeting, the Expert members can request that basic decisions be ratified by postal or electronic vote.

- 2) Meetings of the Committee shall be held at least once a year. A written invitation by the Executive Board including the agenda and any other resolution should reach all Members at least three months in advance of the meeting.
- 3) The Committee elects out of its Expert Members a President, Vice President(s), Treasurer (if deemed necessary), Secretary General and other Board members, all of whom will form the Executive Board of up to seven persons for a term of office of three years. If for whatever reason the meeting of the Committee in the election year cannot take place the election is held by electronic vote under the supervision of an Expert member who is not standing for election. The members of the Executive Board may not serve more than three consecutive periods of office. Those terms shall be considered independently of any terms as a member of the Committee. The members of the Executive Board shall represent in an equitable manner the different regions of the world.
- 4) The members of the Bureau shall have the following responsibilities:
  - 4.1 The President of ISCARSAH
    - a. Represent ISCARSAH in all public matters;
    - b. Propose the agenda for the meetings;
    - c. Chair the meetings of ISCARSAH
  - 4.2 The Vice-Presidents shall:
    - a. Assist and take the place of the President in his/her absence;
    - b. assist him/her in representing ISCARSAH and furthering its activities throughout the World.
  - 4.3 The Treasurer shall:
    - a. With the help of the International Secretariat propose the measures to manage the assets and resources of ISCARSAH;
    - b. Verify the handling of the receipts and expenditure
    - c. Present the financial reports, the draft annual budget and draft budgetary guidelines for the next triennium
  - 4.4 The Secretary General shall verify:
    - a. The compliance with the Statutes and Rules of Procedure,
    - b. The invitations to the meetings;
    - c. The implementation of the decisions of the Bureau;
    - d. The updating the lists of members and providing the International Secretariat and relevant National Committees with the names of their members;
    - e. The establishment of the minutes of the meetings on numbered pages and sending to the International Secretariat after it is signed by the President.
    - f. The keeping of the records of ISCARSAH and presenting an annual report and the work programme for the next year to the International Secretariat, for opinion by the Advisory Committee and approval by the Board.
- 5) Voting for officers of the Executive Board is according to the principle of one vote per country, and only an expert member designated by a National Committee of ICOMOS may vote.
- 6) The Executive Committee is responsible for the preparation of the Committee's meeting and the implementation of the Committee's decisions. The Executive Committee shall meet at least once a year and shall report annually to the members of the Committee and to the Executive Committee of ICOMOS.
- 7) Every three years in the year of the ICOMOS General Assembly the Executive Board shall draw up a triennial programme of activities indicating a clear and precise set of goals for the coming three years period to be approved by the Committee and forwarded to the Executive Committee of ICOMOS at least three months prior to the date of the ICOMOS General Assembly.
- 8) The Committee shall submit an annual report to be drawn up by the Executive Committee to be submitted to the Executive Committee by the 31<sup>st</sup> of March every year. This report shall include a list of Members,

the minutes of meetings of the Committee and of the Executive Board, reports of symposia conducted by the Committee and progress made in respect of its objectives of the triennial programme.

- 9) The seat of the Committee shall be located in the country of which one of the members of the Executive Board is a resident.
- 10) The working language of the Committee is English and any other language proposed by the Committee.

#### **Article 6 - Financing**

- 1) The activities of the Committee shall be financed by funds allocated by ICOMOS from its annual budget, by funds obtained by the Committee on its own initiative, from international and national organizations including ICOMOS National Committees and by funds from any other source provided by way of gift, bequest, or sponsorship towards the achievement of the object of the Committee.
- 2) The members of the Committee including the members of the Executive Board shall obtain for themselves the funds necessary to ensure their own participation in the activities of the Committee, especially their presence at meetings.
- 3) When appropriate the Treasurer shall draw up a budget and financial plan to be approved by the Committee and shall maintain an appropriate record of all financial transactions. Each year the Treasurer shall arrange for an audit statement of those transactions.

#### **Article 7 - Miscellaneous**

- 1) The Committee shall conform to the administrative and financial requirements of the countries in which its seats are located.
- 2) Proposals for the amendment of the statutes may be made by the Executive Board or by a majority of the Expert Members of the Committee. These amendments must be approved by 2/3 majority at the Committee meeting and will then be subject to the approval of the Executive Committee of ICOMOS.
- 3) Nothing in these Statutes shall be interpreted in any way which is inconsistent with the realization of the objectives of the Committee. Any interpretation of these Statutes should be made in accordance with the Statutes of ICOMOS and the Eger-Xi'an Principles. Any disputes over the interpretation of the Statutes shall be arbitrated by the Executive Committee of ICOMOS.
- 4) The Committee may only be dissolved by a 2/3 majority resolution of the Expert Members of the Committee voting in a postal or electronic ballot subject to the approval of the Executive Committee of ICOMOS. In case of dissolution of the Committee, any assets of the Committee may only be used for the objectives of ICOMOS, subject to the approval of the Executive Committee of ICOMOS.
- 5) The Statutes enter into force with the approval of the Executive Committee of ICOMOS.