

STATUTES OF THE ICOMOS INTERNATIONAL SCIENTIFIC COMMITTEE ON TRAINING ADOPTED SEPTEMBER 2008¹

PREAMBLE:

The International Committee on Training is established in accordance with:

Article 14 of the Statutes of ICOMOS,

The Eger-Xi'an principles adopted at the 15th General Assembly of ICOMOS in October 2005, and

The resolutions on ISC organizational principles adopted by the ICOMOS Scientific Council during its second meeting in September 2006,
and its statutes read as follows.

NAME AND ACRONYM OF THE COMMITTEE

Since its establishment the Committee has become known by its acronym CIF from the French version of its original name: "Comité International pour la Formation". Although the official name has now been brought in accordance with the official terminology of "international scientific committee", CIF will be continued to be used as acronym and letterhead for the Committees regular communications.

I. DEFINITION AND PURPOSE

1. The International Scientific Committee on Training (hereafter designated as "the Committee") is an international scientific committee within ICOMOS. Its focus is on the role of training as central to the advancement of the ICOMOS goals. For the purposes of CIF, training is defined as: vocational and technical training and craftsmanship, academic professional training at university level, training at postgraduate - specialist level, and education of the general public, decision makers and others (in)directly involved with heritage.
2. The purpose of the Committee is to promote international cooperation in the field of training and education in the protection, conservation and revalorization of monuments and sites, and the built heritage in general, in order to advance greater understanding in the recognition of such heritage, technology, management, and doctrine, and to advise on the development of ICOMOS programs in this field.
3. The Committee shall accomplish its objectives by providing a forum for the interchange of experience, ideas, knowledge, and the results of various research amongst trainers, researchers and others, by:
 - endorsing the collection and dissemination of information about existing training programs;
 - encouraging further studies and development in training and education in subjects related to heritage conservation;
 - developing scientific cooperation by establishing links with schools, universities colleges and centres, committees and international organizations involved in conservation training and education.

¹ The predecessor of the Committee: the **ICOMOS International Training Committee** has been established in accordance with article 14 of the ICOMOS Statutes, by the Executive Committee of ICOMOS on 19 December 1984. The first Statutes of the Committee were approved by the Executive Committee of ICOMOS on 9 October 1987, in Washington. These statutes were revised in 2002. This present version of the statutes was adopted in September 2008.

4. The activities of the Committee shall be consistent with the goals and objectives of ICOMOS, and may include the organization of meetings, the preparation of publications, and other activities, either directly or in collaboration with national and international organizations. The Committee may undertake regional activities.

II. MEMBERSHIP

5. **General:** The Committee aims to offer equal access for participation to professionals of diverse regions, cultures, disciplines and resources. Members may be appointed to the Committee as Expert Members, Associate Members, and Honorary Members. The members are expected to contribute to the work of the Committee.
6. **Expert members:** any member of ICOMOS with established expertise or experience in one or more of the aspects of heritage training as described in paragraph I.1 or in fields covered by other Scientific Committees. Expert members may be self nominated and invited by the Committee itself or nominated by their national committee. All expert members will submit their C.V. to the Committee. Approval of the nomination must not be withheld without adequate justification.
7. **Associate members:** any member of ICOMOS active in the field of training as described in paragraph I.1, institutions engaged in activities relevant to the objectives of the Committee and any other classes of membership appropriate to the Committee's needs. All associate members will submit their C.V.
8. **Honorary members** may be elected by the Committee in recognition of the services they have rendered to the Committee and of their activities in favour of its objectives. All members who have served nine consecutive years in the bureau of the Committee should normally be eligible.
9. **Loss of membership:** an expert member loses his membership after not attending three consecutive annual meetings of the Committee without due cause.

III VOTING RIGHTS

10. Voting at elections for the positions of President, Vice President and Secretary General as well as voting on the amendment of the statutes will be by expert members designated by the national committee with the restriction of one designated expert member per national committee.
11. All other issues and decisions will be voted on by all expert members without limitations of any kind.
12. All voting members will be members of ICOMOS.

IV VOTING AT COMMITTEE MEETINGS

13. Questions, other than the ones covered by par. III, arising at any meeting of the Committee shall be decided by the expert members present at the meeting.

V. THE BUREAU

14. The Committee will be directed by a Bureau consisting of the President, the Vice Presidents, and the Secretary General. Other members may be co-opted by the Bureau. No member of the Bureau, including the President, shall remain in office for more than three consecutive periods of three years each.
15. The Committee shall address an annual report on the Committee's activities and a list of its members to the ICOMOS Secretariat, on a date to be announced by the Secretary General of ICOMOS. The annual report shall be submitted in accordance with a format proposed by the said Secretariat.
16. The Bureau will establish a network of individual and collective members - who carry out their activity in relevant fields. To ensure a national collaboration and a spreading of ideas, the Committee shall encourage the establishment of National Training Committees.
17. Between meetings of the Committee, the Bureau acts on behalf of the Committee, and, in particular, is responsible for:
 - the day to day operations of the Committee,
 - the preparation and carrying out of, and reporting on, the Committee's program of activities; and
 - the recruitment of members.
18. The Bureau may meet as often as is necessary to conduct its business, and must meet at least once in any year.
19. The president of the Committee:
 - convenes, and draws up the agenda for meetings of the Committee and of the Bureau;
 - presides over meetings of the Committee and of the Bureau, at which the President is present; and
 - represents the Committee *vis-a-vis* third parties.
20. The Bureau will dispense of its duties as much as possible in good consultation with the members.

VI. ELECTIONS OF OFFICERS

21. For the purposes of Article II B 7 of the Eger-Xi'an Principles the Committee must choose its officers by election.

22. If no candidates are nominated for election, officers will be chosen during the meeting of the Committee in that election year by secret ballot.
23. If more than one candidate is nominated for election by the expert members of the Committee an election must be held.
24. Elections can be held by a postal vote under the supervision of a member appointed by the Bureau. Postal voting is usually carried out by letter, but an expert member may choose to submit a vote by fax.
25. Subject to Article II B 7 of the Eger-Xi'an principles, the Committee may decide to accept votes in electronic form.

VII ADMINISTRATION

26. The Committee may meet as often as is necessary to conduct its business, and must meet at least annually.
27. At these meetings the Committee may do such things as are necessary and convenient to further its aims and pursue its activities, and must:
 - review its program of activities; and
 - if the meeting is its Annual Meeting, when necessary conduct elections for the Officers of the Committee, according to Article II B of the Eger - Xi'an Principles.
28. The President of ICOMOS and/or a representative of the Secretariat, as well as representatives of UNESCO and ICCROM shall be invited to attend all open meetings of the Committee. The representatives of other organizations may be invited to attend the meetings organized by the Committee.
29. Every three years, i.e., during the year of the ICOMOS General Assembly, the Committee shall draw up a programme for the forthcoming three-year period. This programme shall be forwarded to the ICOMOS Secretariat at least three months before the date of ICOMOS General Assembly.
30. The working languages of the Committee shall be English and French, and the Committees documents will be available in at least one of these languages.

VIII WORKING GROUPS AND SUB-COMMITTEES

31. The Bureau may appoint one or more working groups or sub-committees of members of the Committee and others willing to contribute to the purpose of the Committee.
32. The Bureau may assign questions of a technical, scientific or professional nature to the relevant working group or sub-committee.
33. A working group or sub-committee is subject to the directions of the Bureau.
34. A working group or sub-committee must submit an annual report of its activities to the Committee.

IX FINANCING

35. The Committee may accept:

- Grants from national, regional and international organizations;
- grants and other contributions from ICOMOS National Committees;
- gifts and bequests; and
- other grants, forms of income and in-kind support, approved by the Bureau.

36. The members of the Committee shall use their best efforts to obtain the funds necessary to ensure their own participation in the Committee's activities.

X AMENDMENTS

37. The Committee may amend this Statute by a resolution for which at least 51 % of expert members with voting rights as described in paragraph III vote in a postal ballot.

38. An amendment is subject to ratification by the Executive Committee of ICOMOS.

XI DISSOLUTION

39. If the Executive Committee of ICOMOS dissolves the Committee, the Executive Committee of ICOMOS shall within a period of six months transfer the assets of the Committee to an appropriate cultural organization.

EXPLANATORY NOTE

General introduction:

These new statutes of CIF are in accordance with the Eger-Xi'an principles. The first version was discussed during the CIF meeting in Pisa in October 2007. See the summary of this meeting. The second draft was discussed during the CIF meeting held in London on the 28th of April 2008. The final version was adopted in September 2008 by the voting members.

The statutes are based on these discussions and on adaptation of the suggestions from the guidance paper and draft for setting up a new ISC as developed by the ISC on Legal, Administrative and Financial Issues (ICLAFI). This paper was also circulated prior to the Committee meetings of 2007 and 2008.

Specific issues:

Preamble and Name: reference to the ICOMOS statutes is included in preamble and the text concerning name is in line with the decision of October.

Par. I, II and III: The regulations of the issues covered by the paragraphs I, II and III are in line with the EX principles and the resolutions on ISC organizational principles adopted by the ICOMOS Scientific Council during its second meeting in September 2006.

Par. IV: The voting system during regular committee meetings is in accordance with the aim to promote active membership and participation in the work of the committee.

Par V: These articles have been derived from the guidance paper of ICLAFI. Article 23 is needed to give the Bureau the necessary latitude.

Par. VI,VII: The elections of officers and the administration of the committee have also been regulated by using the suggestions of ICLAFI.

Par VIII: The provisions in this paragraph make it possible to involve members of the committee together with others more closely in the work of the committee. For instance it opens the possibility to divide the work along thematic or regional lines. The inclusion of non CIF members also makes it possible to strengthen the ties between CIF and (members of) the other ISC's without the obligation of a full (expert) membership.

Par IX: brought in accordance with the ICLAFI proposals.

Par X and XI: Self evident regulations.