

**INTERNATIONAL COUNCIL ON  
MONUMENTS AND SITES**

**STATUTES**

**ICOMOS  
(PAKISTAN)**

## **ICOMOS Pakistan National Committee Statutes**

**(As per Revised by the Board of ICOMOS, October 2015)**

### **Introduction and General Rules**

*In accordance with Article 13 of the ICOMOS Statutes:*

*The establishment of National Committees shall be accredited by the ICOMOS Board.*

*A National Committee may be established in any country, which is a Member State of UNESCO or a State Party to the Convention concerning the Protection of the World Cultural and Natural Heritage of 1972, in accordance with relevant national legislation. The National Committee shall comprise all members of ICOMOS within a country, as defined in Article 13-a of the ICOMOS Statutes. A National Committee must have at least five Individual Members. The Statutes and operations of the National Committees must be in accordance with the ICOMOS Statutes, Rules of Procedure and Ethical Principles.*

*The National Committee shall be affiliated to the ICOMOS Board and subject to its decisions, guidelines and instructions. The initial and continuing recognition of the National Committee by the ICOMOS Board will depend on compliance with these provisions.*

*All terms used in these Statutes to designate a person with responsibilities are to be interpreted as implying that women and men are equally eligible to exercise such responsibilities.*

### **I. Name and Address**

#### **Article 1**

An association is hereby established under the name of “National Committee of the International Council on Monuments and Sites (ICOMOS) in PAKISTAN”, or “ICOMOS Pakistan by abbreviation, hereinafter referred to as "The Committee". The full name and its abbreviation can be used indifferently.

In conformity with the ICOMOS Statutes, the ICOMOS Board accredits the National Committees and is the sole holder of the ICOMOS name and logo.

#### **Article 2**

The official address of the Committee shall be: Department of Architecture & Planning, NED University of Engineering & Technology, City Campus, Maulana Din Mohammad Wafai Road, Karachi – 74200. The address can be modified by decision of the General Assembly.

### **II. Aims and Activities**

#### **Article 3**

The aim of the Committee shall be to further the conservation, protection, rehabilitation and enhancement of monuments, groups of buildings and sites, at the national and international levels and in accordance with definitions given in Article 3 of the ICOMOS Statutes.

**Article 4**

At the national level, the Committee shall establish and carry out its own programme of activities, in accordance with the aims and activities of ICOMOS. It shall implement the decisions of the ICOMOS General Assembly and the programmes and instructions given by the ICOMOS Board and take local needs into account. Generally, it shall serve as a forum for discussion and for the exchange of information, with a view to linking public authorities, institutions, professionals, local authorities and individuals interested in cultural heritage conservation and to promoting the exchange of national and international information on matters of principle and of technical, legal and administrative practice, affecting the conservation, restoration, rehabilitation and enhancement of monuments, groups of buildings and sites.

**III. Regional and International Cooperation****Article 5 - Regional Cooperation**

The Committee shall encourage a regional cooperation with other National Committees. The cooperation shall be based not only on geographical convenience, but also on other common denominators and mutual interests such as linguistic efficiency or common heritage. It will include scientific inquiry and exchange in various domains, and sharing of knowledge to foster a multi-disciplinary approach to heritage protection and management. In fulfilment of the ICOMOS goal to “Gather, study and disseminate information concerning principles, techniques and policies” related to heritage protection, the Committee will encourage and support new or struggling National Committees in the same region, subject to appropriate protocols to ensure independence.

**Article 6 - International Cooperation**

The Committee will encourage working relationships with the National Commission for UNESCO in its country. The Committee will contribute to the selection of sites for inclusion in the Tentative List or the preparation of nominations for inscription, in the context of the UNESCO World Heritage Convention of 1972

The Committee will make its best efforts to respond to requests from the ICOMOS World Heritage Units seeking its opinion on nominations, and such opinions will be kept confidential between ICOMOS and the Committee. The Committee will assist ICOMOS with the identification of appropriate experts to undertake missions or to write desk reviews for World Heritage evaluations, and will make its best efforts to participate in visits for expert evaluations or monitoring missions to their countries, as invited by the ICOMOS World Heritage Units.

**IV. Membership****Article 7**

The Committee shall comprise all members of ICOMOS within Pakistan including Individual, Institutional, Associate/Affiliate, and Honorary Members. ICOMOS membership shall be granted to any duly qualified individual or institution who requests it, in accordance with Article 5-a and 5-b of the ICOMOS Statutes. The Committee may also have a category of student members. Student Members shall have no voting rights.

The Committee will endeavour to gather a membership that will include recognized experts in their field of specialization, recruit young professionals seeking such specialization; and provide them with opportunities and stimulus to become actively engaged in the work of the Committee.

#### **Article 8 - Membership sub-categories**

Young Professional Membership shall be a sub-category of Individual membership and subject to the same membership criteria as Individual membership. Young Professional members benefit from discounted dues, which apply to members under the age of 30 in accordance with Article 6-b of the ICOMOS Statutes. The discount should continue to be a fixed percentage centrally set by the ICOMOS Board (currently 50%) of the regular dues. National Committees may wish to encourage new members by applying additional discounts, such as for members within the first 5 years of their professional career in conservation, but need to be aware that the full international dues are payable for members outside the Statutes definition of those benefitting from discounted dues.

Student Membership shall be a sub-category of Individual Membership and subject to the same membership criteria as Individual membership. Student members benefit from discounted dues, similar to Young Professional Members.

#### **Article 9**

Any individual or institution wishing to become a member of ICOMOS shall complete an application form and *submit it to the* National Committee Board for approval. Upon notification of acceptance of the application, the member shall pay membership dues, the annual amount of which shall be set in accordance with Article 15 below.

Membership privileges, including membership cards and voting rights at General Assemblies, will be granted only after the payment of dues. The Board may, in special circumstances of genuine need, grant a reduction in dues without loss of privileges. The Committee will provide the International Secretariat with the names and contact details of all members (currently via the on-line ICOMOS Member and Expert database) and transfer their International membership dues to the International Secretariat in accordance with Article 6-b of the ICOMOS Statutes.

Each member (except for Honorary members) shall pay his annual dues. In exchange each Individual, Institutional, Associate/Affiliate and Honorary member shall receive an ICOMOS membership card, ICOMOS periodical publications and such other advantages as the ICOMOS Board shall from time to time decide.

#### **Article 10 - Obligations of members**

All members are obliged, as a condition of their continuing membership:

- a) To comply with the decisions of the ICOMOS General Assembly, the ICOMOS Board and the Board of their National Committee
- b) To comply with the ICOMOS Ethical Principles adopted by the ICOMOS General Assembly in Florence in 2014 and as subsequently amended from time to time

Members who fail to comply may be subject to sanctions in accordance with Article 7 of the ICOMOS Statutes.

#### **Article 11**

Institutional Members shall designate a duly qualified individual to represent them on the Committee.
<p><b>Article 12</b></p> <p>A member of ICOMOS shall cease to be a member:</p> <ol style="list-style-type: none"> <li>If the membership dues are not paid by 1 May of the current year;</li> <li>If the member should resign at the end of a calendar year, after having given the National Committee written notice to that effect three months in advance, and after having paid the dues for the current year;</li> <li>By death;</li> <li>By dissolution of the organisation or institution;</li> <li>If the member should be formally struck from the register by the General Assembly of the National Committee or the ICOMOS Bureau in application of Article 7-a of the ICOMOS Statutes or for any other serious cause.</li> </ol>
<i><b>Comment:</b> This article refers to Article 7-b of the ICOMOS Statutes.</i>
<p><b>Article 13 - Appeal against refusal of an application</b></p> <p>Appeal against refusal of an application for membership in one of the categories under the ICOMOS Statutes, or against being struck off the register of members, can be made to the ICOMOS Board, through the International Secretariat.</p>
<b>V. Finances</b>
<p><b>Article 14</b></p> <p>The income of the Committee shall derive from:</p> <ul style="list-style-type: none"> <li>- membership dues,</li> <li>- gifts and bequests,</li> <li>- grants,</li> <li>- sales and payment for services,</li> <li>- proceeds from events,</li> <li>- interest,</li> <li>- other sources of income approved by the Board of the Committee.</li> </ul>
<p><b>Article 15</b></p> <p>The rate of membership dues [or subventions] for each category of members shall be set by the General Assembly of the Committee, having a regard for the rates set by the ICOMOS Board and for the financial requirements of the National Committee itself.</p> <p>The Committee will send to the International Secretariat, no later than the agreed date set by the ICOMOS Board, the fraction amount of the membership fees due to ICOMOS International for the current year.</p> <p>An annual financial report will be submitted to the GA for approval</p>
<b>VI. Administrative structure</b>
<p><b>Article 16</b></p> <p>The administrative structure of the Committee shall consist of the:</p> <ol style="list-style-type: none"> <li>General Assembly,</li> </ol>

b Board.

#### **Article 17**

The General Assembly shall be the sovereign body of the Committee. It shall consist of all the members of the Committee: Individual, Institutional, Associate/Affiliate and Honorary.

The General Assembly shall:

- a adopt its own Rules of Procedure;
- b elect the President and other office-bearers of the Committee and the members of the Board of the Committee;
- c approve the annual report and the accounts of the Committee;
- d set the rate of membership dues;
- e assign the right to vote at the ICOMOS General Assembly, within the numerical limits laid down in Article 9-a of the ICOMOS Statutes;
- f propose candidates for Honorary Membership of ICOMOS;
- g ratify decisions of the Board of the Committee; and
- h Oversee the execution of the Committee's programme.

#### **Article 18**

The General Assembly shall be convened in ordinary session at least once each year by the President or in extra-ordinary session at the request of at least 3 members of the Committee. The summons shall be communicated in writing or vide email at least three weeks in advance.

#### **Article 19**

Between meetings of the General Assembly, the Board shall be empowered to act on its behalf. It shall be responsible for:

- a the day to day operations of the Committee,
- b the preparation and execution of the Committee's programme of activities,
- c the collection and transfer to ICOMOS of membership dues,
- d the recruitment of members,
- e the establishment of National Scientific Committees

#### **Article 20**

The Board shall consist of four members elected from among the Individual and Institutional Members of the Committee. The four members will amongst themselves nominate the position of president, vice president, secretary and treasurer

A majority of the members of the Board shall be Individual Members.

The President, Secretary and Treasurer of the Committee shall be ex-officio members of the Board. The Board shall meet at least twice per year.

#### **Article 21**

The members of the Board shall be elected for a term of three years and shall be eligible for re-election: up to 2 further terms of 3 years. A retiring member of the Board may not be re-elected before the expiration of 3 years] year term Should a seat fall vacant, the Board shall elect a successor from among the members of the Committee, who will serve till the next General Assembly of the Committee.

**Article 22**

The decisions of the Board shall be taken by a majority vote of members present [or represented by proxy]. The quorum of the Board shall be 2 members. Members of the Board may give their proxies to other Board members. No Board member may hold more than 2 proxies.

**Article 23**

The Board may by written instruction delegate its powers to one or several members of the Board.

**VII. President and other officers****Article 24**

The President shall be elected by the General Assembly of the National Committee, or if the General Assembly shall elect only the Board, that Board shall elect the President from within. A President shall not serve more than three consecutive three-year terms in office. The President of the Committee shall convene and preside over the meetings of the General Assembly and of the Executive Board, and shall draw up their agenda. The President is an ex-officio member of the ICOMOS Advisory Committee. The President shall be responsible for liaison between the Committee and the governing bodies of ICOMOS.

**Article 25**

The Secretary shall be responsible for the recording of meetings of the General Assembly and the Board and decisions taken at such meetings.

**Article 26**

The Treasurer shall be responsible for the accounts of the Committee and an annual financial report of the accounts. He is also empowered to authorise payments on behalf of the Committee and, on his own responsibility, to delegate this function to other persons. All payments be authorised by two members of the Board, of whom one must be the Treasurer or the President.

**Article 27- Elections shall be made in compliance with the Dubrovnik Valetta Principles**

Subject to the provisions of national laws, if the Committee does not conduct elections in accordance with the Dubrovnik Valetta Principles, the ICOMOS Board may facilitate elections being held among all ICOMOS members of that country, including members recognized by ICOMOS International.

**VIII. ICOMOS General Assembly****Article 28**

All members shall have the right to attend the General Assembly of ICOMOS. The voting members at the General Assembly shall be within the numerical limits laid down in Article 9-a of the ICOMOS Statutes and in accordance with the National Committee Statutes and Rules of Procedure. National Committees shall communicate the names of the voting members and proxies to the International Secretariat in accordance with the provisions and deadlines of the Rules of Procedure of the ICOMOS General Assembly. A majority of the voting members of each National Committee shall be individual members. Representatives of Institutional Members shall be mandated by their institution

Voting privileges at the ICOMOS General Assembly should in the first place be assigned to members of the Board. The General Assembly may delegate to the Board to make further assignments within the limits laid down in Article 9-a of ICOMOS Statutes;]

## **IX. Working groups and sub-committees**

### **Article 29**

For the study of specific problems of a technical, scientific or professional nature, specialised working-groups or sub-committees may be appointed, on the proposal of the Board, from among the members of the Committee. Their operations shall be approved by the Board. On occasion, non-members of the Committee with relevant qualifications may be invited to take part in the work of such working groups or sub-committees.

### **Article 30 - Establishment of National Scientific Committees**

The Committee shall encourage the establishment of National Scientific Committees, to operate in the same fields as the existing International Scientific Committees. The chairperson of the National Scientific Committee shall be an Expert member of the corresponding International Scientific Committee, and shall be appointed as the voting member in that Committee, and be in charge of the sharing of information between the two. In case a National Scientific Committee has not been formed yet, the chairperson of the National Committee shall be in charge of communication with the International Scientific Committee.

### **Article 31 – Cooperation with the International Scientific Committees**

The Committee should encourage all of its members to join an International Scientific Committee, under the terms of the Eger-Xi'an Principles, and in a National Scientific Committee, wherever available.

## **X. Amendments**

### **Article 32**

The General Assembly of the Committee alone shall be empowered to amend the present Statutes, by a majority of 2/3 of votes cast. The proposed amendment shall have been communicated to the members at least four weeks in advance. Any amendment shall be subject to ratification by the ICOMOS Board. the proposed amendment to these Statutes should be communicated to all members at least four weeks in advance

## **XI. Dissolution**

### **Article 34**

In the event of dissolution of the Committee, its assets shall be transferred to an appropriate cultural organisation as voted for by 66% of the members, within a period of 6 months, subject to the previous approval by the ICOMOS Board.