

## **STATUTES**

### **INTERNATIONAL COMMITTEE FOR ANIMAL RECORDING (ICAR)**

#### **Article 1. Title**

- 1.1 There is already established, with membership consisting of those accepting this Statutes, an association to be known as the International Committee for Animal Recording (acronym: ICAR).

#### **Article 2. Object**

The Objects of ICAR, an international non-profit organisation, shall be to:

- 2.1 Promote the development and improvement of performance recording and evaluation of farm animals. Such Object to be achieved through establishing definitions and standards for measuring animal characteristics having economic importance, through:
  - a) establishing rules, standards and guidelines for the purpose of identifying animals, the registration of their parentage, recording their performance, evaluating their genetics, and publication of such;
  - b) promoting discussion and collaboration in all activities having to do with animal performance recording and evaluation within and among international organisations, public authorities and industry;
  - c) encouraging the use of animal records for the purpose of assessing the value of animals and farm management systems, given that both aspects have a bearing on the profitability of animal production;
  - d) facilitating the interpretation of animal records at the practical level by publishing reports showing the results obtained through the application of performance recording and evaluation.
- 2.2 Draft articles, disseminate and publish journals and books, organise seminars and workshops, and grant fellowships to selected researchers or students.
- 2.3 Enter, within the scope of its activities, into any transaction having to do with movable or immovable property where such transactions are in pursuit of its Object.
- 2.4 For its activities the Association will make use of the services of relevant organisations.

#### **Article 3. ICAR standards, rules and guidelines**

- 3.1 ICAR develops and establishes standards to define criteria to be applied consistently in the provision of recording and evaluation services, in the manufacture and supply of animal identification, performance recording and analytical devices and in testing of such and in analysis of animal products and performance for recording and evaluation purposes.
- 3.2 ICAR rules define basic principles of animal identification, registration of parentage, performance recording and genetic evaluation.
- 3.3 On the basis of sound scientific evidence, the ICAR guidelines recommend procedures and methods of animal identification, registration of parentage, performance recording and genetic evaluation.

#### **Article 4. Seat**

- 4.1 ICAR's registered offices are established at Via Giuseppe Tomassetti 3, A/1, I-00161 Rome (Italy).
- 4.2 Any transfer of the Seat elsewhere shall be a matter for the decision of the Board, subject to ratification by the Extraordinary General Assembly.

#### **Article 5. Languages**

- 5.1 The official languages shall be English, French, German and Italian.
- 5.2 The reference language for technical papers shall be English.

#### **Article 6. Membership**

- 6.1 Membership, with full rights and privileges, shall be open to organisations involved in recording and /or evaluation related activities, accepting the ICAR Statutes and the International Agreement of Recording Practices.
- 6.2 Associate membership may be granted to other organisations wishing to support ICAR's objectives. Associate Members will not be allowed to vote.

#### **Article 7. Rights and duties of Members and Associate Members**

- 7.1 Each member is eligible to participate in the formulation of rules, standards and guidelines for purposes of identifying animals, the registration of their parentage, recording their performance and evaluating their genetics.
- 7.2 Each member involved in animal recording and evaluation activities has the duty to inform the ICAR Board on standards and methods applied in animal identification, registration of parentage, performance recording and genetic evaluation.
- 7.3 Members shall pay membership fees and are expected to be in good standing with regards payment of their dues.

#### **Article 8. Admission to membership**

- 8.1 Admission to membership of ICAR shall require approval by the Board.

#### **Article 9. Cessation of membership**

- 9.1 Membership shall cease upon resignation by the member in question.
- 9.2 Membership shall also be forfeited upon declaration to that effect by the Board on the grounds of the member's failure to pay its dues or for bringing ICAR into disrepute. The member, however, shall first be invited, by registered letter, to come forward and present its explanation to the Board.

## **Article 10. Resources**

10.1 ICAR's resources shall consist of:

- subsidies and grants from public or private sources; and
- membership dues.

10.2 The Board shall establish the annual membership dues, subject to approval by the General Assembly.

## **Article 11. The Board**

11.1 ICAR shall be governed by a Board consisting of from seven to eleven members, to be elected for a four-year term by the General Assembly. Board members may be re-elected once only.

11.2 In the event of vacancy, the Board shall co-opt a member or members on an interim basis. The powers of so co-opted member shall cease at the following General Assembly.

## **Article 12. The Executive Board**

12.1 The Board shall elect annually from among its members an Executive Board, consisting of a President, one or two Vice-Presidents, a Treasurer and a Secretary.

12.2 The President of the Board shall represent ICAR at law and shall, for the term of his office as Board Member, be vested with all powers to enter into all and any ordinary and extraordinary administrative transactions.

## **Article 13. Meetings of the Board – Powers of the Board**

13.1 The President or, alternatively, not less than four members of the Board shall determine the place and date and frequency of meetings of the Board. Notice of convening shall normally be given not less than four weeks in advance. The Board shall meet not less than once a year. The Executive Board shall meet whenever the President deems necessary. In the interim, between General Assemblies, the Executive Board and its President shall act on behalf of the ICAR members.

13.2 The Board shall appoint a Secretary General and establish his terms of reference.

13.3 The Board shall propose the budget of the association to the General Assembly for decision.

13.4 The Board shall prepare the financial statement annually for approval by the General Assembly.

13.5 Decisions of the Board shall require a quorum of not less than four members, one of them to be the President or a member appointed by him to ensure such a quorum.

13.6 Board decisions may be taken by a simple majority. In the event of a tie, the President shall have a casting vote.

#### **Article 14. The General Assembly (Ordinary)**

- 14.1 An Ordinary General Assembly shall consist of ICAR Members. Ordinary General Assemblies shall convene in order to approve the Statement of Accounts and budget, receive the President's report, receive the Treasurer's report, elect Board members, approve the guidelines, and any other competent business brought by the Board or raised by members by due process.
- 14.2 The Secretary General shall give notice to all ICAR members not less than eight weeks prior to the date set. The agenda, to be determined by the Executive Board, shall be attached to the notice. The President, or Vice President, shall take chair at such Assembly.
- 14.3 Members, other than Associate, are entitled to vote at General Assemblies, and shall confirm the name of such voting delegate to the ICAR Secretariat in advance.
- 14.4 Proxy voting shall be permitted. Only voting members may hold proxies. Not more than two proxies may be held by any voting member.
- 14.5 A quorum of 51 per cent of the voting members (present or represented by proxy) shall be required for decisions of the Ordinary General Assembly. Decisions shall be taken by a simple majority. In cases of a tie the President shall have a casting vote.

#### **Article 15. The General Assembly (Extraordinary)**

- 15.1 An Extraordinary General Assembly shall decide on:
- amendments to the Statutes;
  - transfer of the seat; and
  - the winding-up of ICAR.
- 15.2 Extraordinary General Assemblies may be convened not less than eight weeks prior to the date notified to the members, by instructions of the Board or at the request of not less than one-third of the voting members.
- 15.3 Proxy voting shall be permitted. Only voting members may hold proxies. Not more than two proxies may be held by any voting member.
- 15.4 A quorum of 51 per cent of voting members - present or represented by proxy - shall be required for decisions of the Extraordinary General Assembly. Such decisions shall be taken by a two-thirds majority of the quorum.

#### **Article 16. The Secretariat**

- 16.1 The Secretariat shall be under the direction of the Secretary General.
- 16.2 The location of the Secretariat shall be determined by the Board.

#### **Article 17. The decision-making process**

- 17.1 The Board may solicit the agreement of Members either in writing or at the time of a General Assembly.

## **Article 18. Accounting and Inspectors**

- 18.1 The ICAR Financial Statement shall require approval each year.
- 18.2 The financial year shall run with the calendar year, i.e. from 1 January to 31 December.
- 18.3 ICAR accounting shall be inspected each year by two Inspectors, who will represent members of the Association and may not be members of the Board. Inspectors shall be elected by the General Assembly for a term of four years. The term of office can be renewed only once.

## **Article 19. Sub-Committees**

- 19.1 The Board shall determine the terms of reference of Sub-Committees and shall appoint representatives of Members to Sub-Committee(s) in accordance with the by-laws.

## **Article 20. Task Forces and Working Groups**

- 20.1 The Board shall appoint Task Forces and Working Groups as need arises in order to deal with particular areas of activity having to do with the Objects of ICAR.
- 20.2 The Board shall decide the terms of reference of Task Forces and Working Groups and shall appoint the chairperson and members thereto in accordance with the by-laws.

## **Article 21. Approval and use of Animal Recording Equipment**

- 21.1 The Board may, on behalf of ICAR, accord recognition to suitably equipped test centres, which are able to test any such devices in accordance with ICAR's required standards.
- 21.2 Where the Board so decides, certain devices which have already been accorded approval within a country or locality, may be considered acceptable for existing plant or installation in that country or locality. Members are expected to encourage and ensure conformity with ICAR guidelines for new installations.
- 21.3 The Board shall, at sessions of the Ordinary General Assembly, make available to ICAR Members the full current list of all approved devices. Any new device receiving approval will have that approval published within fourteen days of approval being confirmed.

## **Article 22. Special Stamp and ICAR Certificate of Quality**

- 22.1 ICAR, as laid down in the Agreement and Annexes thereto, is proprietor of a Special Stamp and the ICAR Certificate of Quality.
- 22.2 Members may avail themselves of the Special Stamp and the ICAR Certificate of Quality in strict conformity with the conditions set forth in the Agreement.
- 22.3 Forfeiture of ICAR membership shall entail forfeiture of the entitlement to make use of the Special Stamp and the ICAR Certificate of Quality.

### **Article 23. Co-operation with other international organisations**

- 23.1 ICAR, in pursuit of the Object as described in Article 2 hereof, will and shall co-operate closely with other similarly concerned international organisations.
- 23.2 The Board, on behalf of ICAR, may invite representatives of such organisations or other persons whom it considers may be able to make a useful contribution to its deliberations. Persons so invited may attend and take part in ICAR meetings in a consultative capacity only.

### **Article 24. By-laws**

- 24.1 The Board may establish By-laws and cause these to be approved by the Ordinary General Assembly. Approval shall be decided by a simple majority.
- 24.2 The purpose of any such By-laws shall be to define matters not contemplated in these Statutes, such as those concerning the internal management of ICAR.

### **Article 25. Winding-up**

- 25.1 The winding-up of the Association shall be a matter for the exclusive decision of an Extraordinary General Assembly and shall require a two-thirds majority of members present or represented.
- 25.2 Any proposal for the winding-up of the Association shall be notified in writing to members not less than two months prior to the date of the Extraordinary General Assembly.
- 25.3 In the event of winding-up for whatever cause, the Association shall make over its assets to non-profit organisations or those of social usefulness, or to public utility following consultation with the Authority contemplated in section 3 (190) of the law of 23 December 1996, No. 662, save where another destination for such assets is statutorily required.

### **Article 26. Applicable law**

Any matters not provided for in these Statutes shall be governed by the rules on non-commercial bodies contained in the Civil Code of Italy.