

STATUTES OF THE INTERNATIONAL COMMITTEE FOR ANIMAL RECORDING (ICAR)

Article 1. Title

- 1.1 The International Committee for Animal Recording (ICAR) is a non-profit international organization with membership consisting of public and private entities accepting these Statutes and active in animal identification and in the recording and evaluation in animal production.

Article 2. Objectives

The Objectives of ICAR shall be to:

- 2.1 Promote the development and improvement of recording and evaluation in animal production. Such Objectives to be achieved through establishing definitions of and guidelines for measuring animal characteristics having economic importance and characteristics of production systems having a bearing on animal health, care, productivity, food safety and the environment through:
- a) establishing rules, standards and guidelines for the purpose of:
 - i. identifying animals, the registration of their parentage, recording their performance, evaluating their genetics, and publication of such;
 - ii. identifying characteristics of production systems and their bearing on animal health, care, productivity, food safety and the environment;
 - b) promoting discussion and collaboration in all activities having to do with animal performance recording and evaluation and recording and evaluation of characteristics of production systems 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 defines basic principles of animal identification, registration of parentage, performance recording and genetic evaluation and recording and evaluation of characteristics of production systems with a bearing on animal health, care, productivity, food safety and the environment.
- 3.2. ICAR develops and defines 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.
- 3.3 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 and for recording and evaluation of characteristics of farm animal production technologies and systems with a bearing on animal health, care, productivity, food safety and the environment.

Article 4. Seat

- 4.1 ICAR's registered offices are established in Rome (Italy).
- 4.2 Any change of address of the Seat shall be a matter for the decision of the Board. Any transfer elsewhere outside Italy 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 language shall be English.
- 5.2 The Italian language shall be used in communication with local authorities.

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 on Identification, Recording and Genetic Evaluation in Animal Production.
- 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. Other technical experts may be proposed by members to participate in such activities, but such experts shall be approved by the Board.
- 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, with full rights and privileges, shall require approval by the Board and need to be proposed by an existing member of ICAR or the ICAR Secretariat.
- 8.2 Associate membership is open to other organisations supporting ICAR's objectives, and need to be proposed by an existing member of ICAR or the ICAR Secretariat and approved by the Secretariat.

Article 9. Cessation of membership

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 and electronic means, to come forward and present its explanation to the Board. Fees not paid for two clear years will forfeit membership.
- 9.3 Associate membership shall be forfeited if the yearly fee is not paid within the calendar year.
- 9.4 Members whose membership is forfeited shall cease to participate in Subcommittee, Working Group and Task Force activities.

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 Board members shall be employed by, or own, an ICAR member organisation, or be mandated by a Full ICAR member, at the time of their election.

11.3 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.

11.4 The Board may further co-opt as a non-voting ex-officio member, for a fixed period of not more than one year, an individual with a specific skill-set whom the Board deem required.

11.5 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.

Article 12. The President

12.1 The Board shall elect from among its members the President of ICAR.

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

12.3 The President of ICAR shall also be the President of the Board and the President of the Executive Board.

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 Chief Executive, who will not be member of the Board, and shall agree his/her 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 receive the Statement of Accounts and approve the budget, receive the

President's report and receive the Inspectors' reports, elect Board members, approve the guidelines, and any other competent business brought by the Board or raised by members through due process.

- 14.2 The Secretary General shall give notice to all ICAR members not less than sixty days prior to the date set. Such notice may be given electronically in addition to hard copies. 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 three proxies may be held by any voting member.
- 14.5 A quorum of fifty one 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.
- 14.6 Only members who are in good standing shall be entitled to vote, that is having paid membership' fees up to at least the 31 December of the year previous to the General Assembly in which the voting is taking place.

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 sixty days 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. Notice of such an Assembly may be done electronically.
- 15.3 Proxy voting shall be permitted. Only voting members may hold proxies. Not more than three 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 Chief Executive.
- 16.2 The location of the Secretariat shall be determined by the Board and ratified by the Extraordinary General Assembly in the event of a move outside of Italy.

Article 17. The decision-making process

- 17.1 The Board may solicit the agreement of Members either in writing, or through electronic means, or at the time of a General Assembly. All such process must have clear documentation and may be subject to audit.

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 at least one of two Inspectors elected from the membership, who will represent members of the Association and will 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 the chairperson and approve members of the Sub-Committee(s) delegated by ICAR Members and in accordance with the internal regulations and approved policy.

Article 20. Working Groups and Task Forces

- 20.1 The Board shall appoint Working Groups and Task Forces as need arises in order to deal with particular areas of activity having to do with the Objectives of ICAR.
- 20.2 The Board shall approve the terms of reference of Working Groups and Task Forces and shall appoint the chairperson thereto in accordance with the internal regulations and approved policy.

Article 21. Certification and use of Animal Identification and Recording Devices

- 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 certified devices. Any new device receiving certification will have that certification published within fourteen days of approval being confirmed.

Article 22. ICAR logo and Certificate of Quality

- 22.1 ICAR, as laid down in the Agreement and Annexes thereto, is proprietor of the ICAR logo, the Interbull logo and the ICAR Certificate of Quality logo.
- 22.2 Members may avail themselves of the various logos and the ICAR Certificate of Quality in strict conformity with the conditions set forth in the Agreement.
- 22.3 Any new logos, services or amendments to logos and services will be published and the same conditions shown in Articles 22.1 and 22.2 will apply.
- 22.4 Forfeiture of ICAR membership shall entail forfeiture of the entitlement to make use of the logos.

Article 23. Co-operation with other international organisations

- 23.1 ICAR, in pursuit of the Objectives 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 and not covered by the published Internal Regulations.

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 sixty days 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.