

CIE STATUTES	BY-LAWS
<b>1 TITLE</b>	
The name of the Commission is "CIE, Internationale Beleuchtungskommission, Commission Internationale de l'Eclairage, International Commission on Illumination", hereinafter referred to as "the Commission".	
<b>2 SEAT</b>	
The Commission has its seat and headquarters (Central Bureau) in Vienna, Austria.	
<b>3 PURPOSE AND MEANS</b>	
3.1 The Commission is a technical, scientific and cultural non-profit organization. The purpose of the Commission is to provide an international forum for the discussion of all matters relating to the science, technology and art of light and lighting* and for the exchange of information in these fields between countries.	
3.2 Conceptual means to achieve this purpose are:	
<ul style="list-style-type: none"> <li>▪ to organize scientific educational events</li> </ul>	
<ul style="list-style-type: none"> <li>▪ to hold CIE Sessions, normally every four years</li> </ul>	
<ul style="list-style-type: none"> <li>▪ to develop basic standards and procedures of metrology in the field of light and lighting</li> </ul>	
<ul style="list-style-type: none"> <li>▪ to provide guidance in the application of principles and procedures in the development of international and national standards in the fields of light and lighting</li> </ul>	
<ul style="list-style-type: none"> <li>▪ to prepare and publish Proceedings, Standards, Technical Reports and other publications concerned with all matters related to the science, technology and art of light and lighting</li> </ul>	
<ul style="list-style-type: none"> <li>▪ to maintain liaison and technical interaction with other international organizations concerned with matters related to the science, technology, standardization and art in the fields of light and lighting</li> </ul>	
3.3 The funds necessary to pursue this purpose are raised through:	
<ul style="list-style-type: none"> <li>▪ Membership fees</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Attendance fees for symposiums and sessions organized by the Commission</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Proceeds from the sale of publications</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Donations, subsidies and bequests</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Participation in corporations and in the activities of other parties</li> </ul>	
<b>4 MEMBERSHIP</b>	<b>1 MEMBERSHIP</b>
4.1 Members of the Commission are National Committees, Associate National Committees, Associate Members and Supportive Members.	1.1 The membership of a newly admitted National Committee or Associate National Committee will only become effective, after the first year's dues payment has been received on the CIE account.
4.2 The members may participate in the events of the Commission.	<ul style="list-style-type: none"> <li>– For National Committees and Associate National Committees having dues in arrears, Annex A of these By-laws shall apply</li> </ul>
4.3 When accepting membership of the Commission, a member agrees to comply with the Statutes and By-Laws.	
4.4 The individual rights and obligations of member groups may be amplified and clarified in separate By-Laws.	

\*Light and lighting in these objectives is to be understood in the broad sense of embracing such fundamental subjects as vision, photometry and colorimetry, involving natural and man-made radiation over the UV, the visible and the IR regions of the spectrum, and application subjects covering any usage of light, indoors and outdoors, including environmental and aesthetic effects, as well as means for production and control of light and radiation.

4.5 National Committees	
4.5.1 A country wishing to join the Commission shall form, with the cooperation of organizations in that country having a special interest in light and lighting, one National Committee.	
4.5.2 The other National Committees may admit an Illumination Committee of an economy which is not recognized as an independent country, provided the application for membership is supported by the National Committee of any member country claiming the economy to be a dependency and that there is a good reason (such as geographical separation) for an independent committee being established. In these events, the terms "country" and "National Committee" in these Statutes have to be read as "economy" and "Illumination Committee of the Economy" respectively.	
4.5.3 The application for membership as a National Committee shall be filed with the Central Bureau and shall include satisfactory evidence that the applicant fulfils the requirement of Articles 4.5.1 and 4.5.2. The Central Bureau shall forward the application to the National Committees. Approval of the application is a decision of the National Committees.	
4.5.4 A National Committee wishing to terminate its membership shall forward by registered letter a notice of resignation to the Central Bureau before 30 June of any year (date of receipt) to ensure that its resignation becomes effective on 31 December of that year.	
4.5.5 A National Committee may be expelled from the Commission when it ceases to comply with the membership conditions, or due to conduct impairing the interests of the Commission. Expulsion shall be decided by the National Committees in a General Assembly or by postal voting.	
4.5.6 If a National Committee has not paid its membership fee for two years, the Board of Administration may suspend membership pending the payment of outstanding fees. While such suspension is in force, the National Committee shall not participate in any vote, while its membership obligations remain unchanged.	
4.5.7 A National Committee may participate in the technical work of the Commission and has voting rights in technical, administrative and organizational matters.	
4.6 Associate National Committees	
4.6.1 As a preliminary stage of full membership as a National Committee, countries (including economies as defined in 4.5.2) that have established a new National Committee or developing countries with a National Committee may join the Commission as Associate National Committee.	
4.6.2 The application for membership as Associate National Committee shall be filed with the Central Bureau and shall include satisfactory evidence that the applicant fulfils the requirements of Article 4.5.1 in analogy. The Central Bureau shall submit the application to the Board of Administration, which will decide whether or not an application is accepted.	
4.6.3 Associate National Committee membership is normally limited to four years. However, the Board of Administration may renew the Associate National Committee membership upon application for another four year period as often as it deems appropriate under the prevailing circumstances.	
4.6.4 An Associate National Committee may ask to become a National Committee at any time within the four year period applying the rule laid down in 4.5.3 by analogy.	
4.6.5 An Associate National Committee wishing to terminate its membership shall forward by registered letter a notice of resignation to the Central Bureau before 30 June of any year (date of receipt) to ensure that its resignation becomes effective on 31 December of that year.	
4.6.6 An Associate National Committee may be expelled from the Commission by the Board of Administration when it ceases to comply with the membership conditions, or due to conduct impairing the interests of the Commission.	
4.6.7 If an Associate National Committee has not paid its membership fee for two years, the Board of Administration may suspend membership pending the payment of outstanding fees. While such suspension is in force its membership obligations remain unchanged.	
4.6.8 An Associate National Committee may participate in the technical work of the Commission but shall have no voting rights in technical, administrative or organizational matters. Its members are eligible.	
4.7 Associate Members	1.2 Associate Members

4.7.1 Legal or natural persons interested in the work of the Commission that are members of a country where there is no National Committee or Associate National Committee may join the Commission as Associate Members.	Associate Members have the right to apply to participate in the work of any Technical Committee as TC Member, and in this capacity have also the right to vote on TC drafts.
4.7.2 The application for Associate Member membership shall be filed with the Central Bureau. The Board of Administration will decide whether an applicant will be admitted as member. A legal person will participate in the activities of the Commission through an authorized representative.	
4.7.3 An Associate Member wishing to terminate its membership shall give written notice of its resignation to the Central Bureau on 1 November of any year at the latest (date of receipt) to ensure that its resignation becomes effective on 31 December of that year.	
4.7.4 The Board of Administration may expel an Associate Member which no longer complies with the membership conditions.	
4.7.5 Associate Member membership shall expire automatically if a National Committee or an Associate National Committee is established in the country of the relevant Associate Member and joins the Commission.	
4.7.6 An Associate Member may participate in the technical work of the Commission but shall have no voting rights in technical, administrative or organizational matters.	
4.7.7 Associate Members have no right to vote, but are eligible.	
4.8 Supportive Members	1.3 Supportive Members
4.8.1 International or regional organizations (governmental, educational, companies ...) interested in the activities of the Commission may join the Commission as Supportive Member, provided that the relevant organization - when the application is filed - is already a supporter of the National Committee of the country where it has its headquarters and that it does not reduce support in countries where it presently provides support.	Supportive Members have the right to apply to participate in the work of any Technical Committee as TC Member, and in this capacity have also the right to vote on TC drafts.
4.8.2 The application for Supportive Member membership shall be filed with the Central Bureau. The admission of a Supportive Member is a decision of the Board of Administration.	Further rights of the different classes of Supportive Members are:
4.8.3 A Supportive Member wishing to terminate its membership shall forward by registered letter a notice of resignation to the Central Bureau before 30 June of any year (date of receipt) to ensure that its resignation becomes effective on 31 December of that year.	- <i>Basic:</i>
4.8.4 The Board of Administration may expel a Supportive Member which no longer complies with the membership conditions.	<ul style="list-style-type: none"> <li>• to appoint a representative to attend Division Meetings and General Assembly without voting rights</li> </ul>
	<ul style="list-style-type: none"> <li>• to have the right to use the logo "Basic Supportive Member of the CIE" on their letterhead</li> <li>• to submit for publication in CIE News once per year an article of up to two pages on their technical achievements</li> </ul>
	- <i>Silver:</i>
	<ul style="list-style-type: none"> <li>• to appoint a representative to attend Division Meetings and General Assembly without voting rights</li> <li>• to have the right to use the logo "Silver Supportive Member of the CIE" on their letterhead</li> </ul>
	<ul style="list-style-type: none"> <li>• to get one free copy of new publications</li> </ul>
	<ul style="list-style-type: none"> <li>• to submit for publication in CIE News once per year an article of up to two pages on their technical achievements</li> </ul>
	<ul style="list-style-type: none"> <li>• exploitation rights for internal use of CIE publications</li> <li>• to access electronic CIE drafts in the same way as Division Members (but without voting right)</li> </ul>
	- <i>Gold:</i>
	<ul style="list-style-type: none"> <li>• to appoint a representative to attend Division Meetings and General Assembly without voting rights</li> <li>• to have the right to use the logo "Gold Supportive Member of the CIE" on their letterhead</li> </ul>
	<ul style="list-style-type: none"> <li>• to get one free copy of new publications</li> </ul>
	<ul style="list-style-type: none"> <li>• to submit for publication in CIE News once per year an article of up to three pages on their technical achievements</li> </ul>

	<ul style="list-style-type: none"> <li>exploitation rights for internal and external use (reproduction of CIE publications and CIE standards in material describing their products, limited to 50 % of the original content, provided the origin and the CIE address for sales are mentioned)</li> <li>to access electronic CIE drafts in the same way as Division Members (but without voting right)</li> </ul>
<b>5 ORGANIZATION</b>	
5.1 Terms and Sessions	
The activities of the Commission shall be organized in terms, these being the periods between two Sessions. The normal length of a term is four years and starts at the end of the Session.	
The affairs of the Commission as well as its property and finances are generally vested in the National Committees. The National Committees take decisions on all questions relating to the activities of the Commission. The National Committees delegate the conduct of the affairs to a Board of Administration (see 5.4) responsible to them according to these Statutes and By-Laws.	
5.2 Bodies	<b>2 TECHNICAL MEETINGS, CONGRESSES AND SYMPOSIA</b>
The bodies of the Commission are the General Assembly, the Board of Administration, the General Secretary and the Central Bureau.	2.1 The organization and conduct of Commission meetings shall be carried out in accordance with the relevant Codes of Procedure established and approved by the Board of Administration. Announcement and information on these meetings should be given at least three months in advance (unless otherwise specified).
	2.2 All CIE conferences, Division Symposia or other major CIE events will be jointly organized by the Central Bureau (or an authorized agent) and the relevant National Committee (in case there is one). The "CIE Directives on Conferences" have to be closely followed unless otherwise specified. 18 % of the registration fee – unless otherwise specified – will be charged by the CB (or its authorized agent). The editing and production of the proceedings will be the task of the CB, whereas its distribution remains with the National Committee (see Standard Contract Template)
	2.3 Following deadlines for official documents shall apply for all technical meetings of the Commission: <ul style="list-style-type: none"> <li>a) Agenda: At least two months before the meeting</li> <li>b) Documents for approval (except GA and BA): At least four weeks before the meeting</li> <li>c) Comments of eligible members of the respective statutory or technical body: two weeks before the meeting</li> <li>d) Draft Minutes: Eight Weeks after the meeting the latest</li> <li>e) Comments on Draft Minutes of eligible members of the respective statutory or technical body: Four weeks after circulation</li> <li>f) Approval of Minutes: Six weeks after circulation</li> </ul>
5.3 General Assembly of the National Committees	<b>3 MEETINGS OF GENERAL ASSEMBLY AND BOARD OF ADMINISTRATION</b>
	3.1 The dates and locations of meetings shall be set by the Board of Administration in consultation with the National Committees.
5.3.1 The General Assembly is the supreme authority of the Commission and the members' assembly within the meaning of the Austrian Associations Act ( <i>Vereinsgesetz</i> ). It shall be composed of the senior officers of each National Committee or their representatives. Each National Committee has one vote in the General Assembly.	3.2 The Central Bureau shall be responsible for the preparation and circulation of notices of meetings, agendas and reference documents.
5.3.2 The General Assembly shall discuss CIE affairs and give guidance on the conduct of these affairs to the Board of Administration.	3.3 At meetings of the General Assembly and of the Board of Administration the Central Bureau shall take minutes and circulate them.
5.3.3 The General Assembly shall hold one or more meetings at a Session of the Commission, and one midterm meeting. Additional meetings may be called at the request of the Board of Administration or at the request of at least one tenth of the members.	3.4 If no representative of a member country is able to attend a meeting of the General Assembly, then notice of a proxy vote, nominating an Officer (Member of the Board of Administration, see Statutes 5.3.8) or the General Assembly Member of another National Committee known to attend, to represent the member, may be given. These proxies have to be briefed accordingly. The request for proxy must, normally, be given in writing to the General Secretary before the meeting. These proxy votes will only be counted in the ballots, with the approval of the General Assembly, in order to achieve a quorum.

5.3.4 The meetings of the General Assembly are not public and shall be presided by the President (see also 5.4.4). At meetings of the General Assembly each member may be accompanied by a non-voting adviser. The Members of the Board of Administration may attend the meetings of the General Assembly as non-voting participants.	
5.3.5 The General Assembly shall form a quorum if representatives of at least one half of all National Committees attend the meeting. If less than one half of the Members of the General Assembly are present at the meeting, a second General Assembly will be held three hours later. This General Assembly shall form a quorum irrespective of the number of attendees.	
5.3.6 The General Assembly shall generally adopt its resolutions by simple majority of the votes validly cast. However, adoption of resolutions on an amendment of the Statutes, the admission and expulsion of National Committees, the dues policy as well as the dissolution of the association shall require two thirds of the votes validly cast.	
5.3.7 Applications which require a simple majority shall be deemed refused in case of a tie.	
5.3.8 Voting rights may be transferred only to another member entitled to vote or to a Member of the Board of Administration by virtue of a written proxy.	
5.3.9 Resolutions requiring the approval of the National Committees shall be adopted by vote. If a vote is held at a meeting of the General Assembly of the National Committees, the item on which a decision is to be taken shall be mentioned on the agenda at least two months prior to the meeting.	3.5 The reports of the President, the General Secretary and the Board of Administration Officers with Portfolio as well as all further documents which require the approval of the General Assembly have to be at the disposal of the National Committees at least six weeks before the meeting.
5.3.10 The following issues shall require the consent of the National Committees, failing which they shall be invalid:	
<ul style="list-style-type: none"> <li>▪ Admission and expulsion of National Committees</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Amendment of the Statutes</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Dues Policy</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Publication of standards</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Dissolution of the Commission</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Number of Divisions and their field of activity (see 5.4.7)</li> </ul>	
5.3.11 A written resolution by circular vote shall be permitted if no member raises an objection. A request to vote may be made by letter, email, through an online form or by means of any other suitable technical procedure. The Commission may define detailed provisions for resolutions by circular vote in By-Laws. Written resolutions shall require a two third majority of the National Committees having participated in the vote to be accepted. Answers shall be received by the Central Bureau no later than two months after the resolution text was sent by the Central Bureau.	
5.3.12 The General Assembly shall elect the Board of Administration for the next term (four years). It may at any time suspend any Board of Administration Member or the entire Board of Administration.	
5.3.13 The General Assembly decides on the location of its headquarters (Central Bureau). There is no legal remedy.	
5.3.14 All disputes arising from the membership of the Commission shall be decided by the General Assembly.	
5.3.15 The Board of Administration calls the ordinary as well as the extraordinary General Assembly at least three months before the date by letter, facsimile or email to the address and/or fax number and/or email address most recently indicated by each member.	
5.3.16 An Associate National Committee may appoint a representative to attend the General Assembly, as an observer, with no voting rights.	
5.3.17 A Supportive Member may appoint a representative to attend the General Assembly, as observer, with no voting rights.	
5.4 Board of Administration	<b>4 BOARD OF ADMINISTRATION</b>
5.4.1 The Board of Administration shall consist of at least four and not more than 20 persons, i.e. of the Officers of the Commission (the President, the Past-President, or the President-Elect, an appropriate number of Vice-Presidents, the Secretary, the Treasurer) that are elected for four years, the Division Directors (see 5.5), appointed for a four-years term, and the General Secretary (see 5.6).	4.1 Two of the Vice-Presidents shall be responsible for the specific activities of technical affairs and publications.
5.4.2 The President shall be elected at the Midterm meeting of the General Assembly of the National Committees and take office immediately as President-Elect. The other Officers shall be elected at least 8	4.2 Nominations for Officers of the Board of Administration, with agreement of the nominees, may be made by the Board of Administration or by National Committees. Nominations by the Board of Administration must be

<p>months before the beginning of a new term by the National Committees and take office at the end of the following Session (end of term). The Division Directors shall be appointed by the Officers of the Commission at least six months before the beginning of a new term, balancing as much as possible the appointments among the National Committees, and take office at the end of the following Session (end of term).</p>	<p>sent to the National Committees at least eight months before the General Assembly Meeting at the beginning of the following Session. Nominations by a National Committee, endorsed by at least two other National Committees, must reach the Central Bureau at least six months before the General Assembly Meeting at the beginning of the following Session. The Central Bureau circulates these additional nominations at least five months before the General Assembly Meeting at the beginning of the following Session.</p>
<p>5.4.3 Upon expiration of the term in which he was elected, the President-Elect shall become President. The President shall serve for one term but after expiration of his term shall automatically serve for a further half term as Past-President. The Vice-Presidents, the Secretary and Treasurer are eligible for re-election, but may only serve for two consecutive terms.</p>	<p>4.3 On the basis of these nominations an election will be conducted among the National Committees, usually by electronic ballot. The Vice-Presidents shall be elected in separate ballots; the first for Vice-President Technical, the second for Vice-President Publications, and the others for Vice-Presidents without portfolio. Finally, the Secretary and the Treasurer shall be elected, each by separate ballot. Elections shall be by a simple majority vote of the National Committees, with one vote per National Committee. The name of any unsuccessful candidate in one ballot may be added to the list of candidates for one or more of the subsequent ballots. As these will be conducted by electronic means specific procedures shall apply. National Committees shall nominate one delegate with voting rights and eventually one substitute one week before the actual voting process is supposed to start. Two months after the nominations as well as subsequent voting procedures and schedules were published an electronic ballot for each of the above mentioned Officers will take place lasting three days each. Within these three days votes have to be cast by the officially nominated National Committee representatives or substitutes. Voting results will be communicated by Central Bureau the day after each ballot.</p>
<p>5.4.4 The President shall preside at meetings of the General Assembly, the Board of Administration, and at the opening and closing plenary meetings of a Session. If he is unable to preside, he may appoint an elected Officer to represent him, or one of the elected Officers designated by the Board of Administration shall do so.</p>	
<p>5.4.5 The President or the General Secretary (see 5.6) represents the Commission externally.</p>	
<p>5.4.6 In the case of death or resignation during terms, vacancies shall be filled as follows:</p>	
<p>a) President or President-Elect: One of the elected Officers recommended by the Board of Administration and approved by the National Committees.</p>	
<p>b) Other elected Officers: The Board of Administration shall appoint a replacement subject to the approval of the National Committees.</p>	
<p>5.4.7 The Board of Administration proposes the number of Divisions (see 5.5) and their field of activity for approval by the National Committees. It is responsible for the technical affairs of the Commission.</p>	
<p>5.4.8 The Board of Administration shall meet at least four times during a term. In addition, the President may call a meeting of the Board of Administration at any time and, upon request of at least three Officers, he is required to call a meeting of the Board of Administration. The Central Bureau on behalf of the President shall send the invitations for a meeting at least one month in advance, stating the agenda</p>	<p>4.4 When a Member of the Board of Administration attends a scientific or technical congress or meeting held by a national or international organization, he may act, at the request of the President, as an official representative of the Commission. He may not, however, enter into any engagement on behalf of the Commission which requires the prior approval of the Board of Administration.</p>
<p>5.4.9 The Board of Administration shall plan the Sessions of the Commission, specifically to promote the objectives of the Commission. The location of the Session shall be agreed upon by the General Assembly.</p>	<p>4.5 The minutes of all administrative committee meetings shall be sent to the Central Bureau and uploaded to the Collaboration Tool Suite.</p>
<p>5.4.10 The Board of Administration decides by a simple majority of its members present. A quorum of a meeting of the Board of Administration requires that the meeting be attended by at least half of all its members. A postal or electronic ballot by circular vote shall be permitted if no member raises an objection. A request to vote may be made by letter, email, through an online form or by means of any other suitable technical procedure. The Commission may define detailed provisions for ballots by circular vote in By-Laws. Postal or electronic ballots shall require a simple majority of the votes received within due time to be accepted.</p>	<p>4.6 The reports of the President, the General Secretary and the Board of Administration Officers with Portfolio as well as all further documents which require the approval of the Board of Administration have to be at the disposal of the Board Members at least one month before the meeting.</p>
	<p><b>5 PERSONNEL COMMITTEE</b></p>
	<p>The Personnel Committee is chaired by the President. The Treasurer and the Secretary are Members. It should be convened as necessary to appoint the General Secretary.</p>
<p>5.5 Divisions and Technical Committees</p>	
<p>5.5.1 The technical activities of the Commission shall be carried out by the Divisions, each covering one sector of light and lighting and chaired by a Division Director. Each National Committee shall be entitled to appoint one voting Division Member to each Division. Each Associate National Committee, Supportive Member and Associate Member may appoint one Observer Division Member without voting rights.</p>	

5.5.3 Each Division shall be empowered, subject to the approval of the Board of Administration, to establish Technical Committees to carry out specific technical tasks, to disband Technical Committees, and to conduct seminars and joint meetings with other Divisions and/or relevant organizations.	
5.6 The General Secretary	
5.6.1 The Board of Administration shall appoint the General Secretary of the Commission for an indefinite period of time.	
5.6.2 The General Secretary shall automatically be a non-voting member of the Board of Administration.	
5.6.3 The General Secretary shall be employed by the Commission in a full-time capacity and shall be responsible to the Board of Administration for the professional management of the Central Bureau and the external representation of the Commission (see also 5.4.5).	
5.7. Central Bureau	
The Central Bureau shall be located at the seat of the Commission (see Article 2).It shall comprise such staff as the Commission shall require and work under the direction of the General Secretary.	
<b>6 FINANCES</b>	<b>6 FINANCES</b>
6.1 Each National Committee and Associate National Committee shall pay an annual membership fee according to its kind of membership as determined by the General Assembly of the National Committees.	
6.2 Each Supportive Member shall pay an annual fee. The amount of this fee is calculated according a predetermined formula. The minimum annual membership fee must be high enough to cover at least the expenses relating to the services provided by the Commission.	
6.3 The Treasurer shall prepare a report on the financial affairs of the Commission. Six weeks before the commencement of the financial year a budget, approved by the Board of Administration, as well as a draft budget for the year after shall be submitted to the National Committees for their approval.	6.1 Budgets of the CIE's affiliated undertakings shall be prepared until two months before the commencement of the respective financial year. The same reporting procedures as for the Commission itself do apply.
6.4 True accounts shall be kept of all monies received, invested and expended by the Commission and of its assets and liabilities. The Board of Administration shall administer the funds of the Commission. The Treasurer shall prepare a profit and loss account at the end of the reporting year along with a statement of assets and will circulate to the National Committees an annual statement of accounts.	6.2 The Treasurer shall be assisted in his work by a Finance Committee. The Finance Committee is chaired by the Treasurer who appoints members on the proposal of NCs upon invitation from the Treasurer. A "Call for Nominations" shall be circulated by the Central Bureau at least four months prior to the General Assembly Meeting at the end of a term. One of the members should be a professional accountant from the country that hosts the CB.
6.5 The General Assembly shall appoint at least two internal auditors, who shall conduct an annual audit of the financial accounts of the Commission within four months after the preparation of the profit and loss account to verify the proper nature of the accounting and the use of resources in accordance with the terms of the Statutes.	
6.6 All deeds, documents and writings requiring execution on behalf of the Commission and all negotiable instruments and cheques shall be signed by an elected Officer of the Commission and/or the General Secretary.	
<b>7 PUBLICATIONS</b>	
7.1 The Proceedings of CIE Sessions shall be published by the Commission. These shall include a report about the technical activities of each Division since the previous Session.	
7.2 At appropriate stages of the technical work of the Divisions, the Commission shall publish technical documents. These include "CIE Standards" which require the approval of both the Board of Administration	

and the National Committees and other publications which require the approval of the Board of Administration only.	
7.3 The Commission shall publish, on a regular basis, one or more periodicals which	
a) present subjects of interest to the Commission, including reports on important symposia and conferences;	
b) give notice of forthcoming administrative and technical meetings of the Commission and of other bodies with which it has established liaison.	
<b>8 LANGUAGES</b>	<b>7 LANGUAGE</b>
8.1 The official languages of the Commission shall be English, French and German. Statutes, By-Laws and CIE Standards shall be published in all three languages. Other publications shall be published in only one of the official languages, with a summary in the other two official languages.	The working languages of jointly sponsored technical meetings should be in at least one of the official CIE languages. The language of the host country is permitted provided that simultaneous translation into one of the official CIE languages is available.
8.2 The copyright for translation of CIE documents into a language other than the official languages of the Commission shall require the express consent of the Board of Administration.	
8.3 In case of doubt the German version of the Statutes shall be authoritative, as the official headquarters of the Commission are in Vienna.	
<b>9 BY-LAWS</b>	
The Board of Administration may issue, amend and revoke By-Laws to specify these Statutes.	

## ANNEX A to the CIE By-laws

### A.1 MEMBERSHIP

- A.1.1 The membership of a newly admitted National Committee (NC) or Associate National Committee (ANC) will only become effective, after the first year's dues payment has been received in the CIE account. On January 1<sup>st</sup> of each subsequent year, the Account Balance of the National Committee or Associate National Committee is increased by an amount equal to its dues for the upcoming year, and subsequently is reduced by payments made to the CIE and by applicable publication credits. The Pro-rated Balance Owing (PBO) for a National Committee, at the end of the  $n^{\text{th}}$  quarter of the calendar year, is defined for the purposes of paragraphs A.1.2, A.1.3 and A.1.4 to be the Account Balance minus the fraction  $\left(1 - \frac{n}{4}\right)$  of the dues for the current year.
- A.1.2 If at any time the PBO is greater than 75 % of the dues for that year, the following conditions will apply for the following quarter year:
- the NC's voting rights, including those of the official NC Division Member, with the CIE are suspended; and
  - citizens and/or residents of the respective country are not permitted to vote within Technical Committees, however they are permitted to be non-voting members; and
  - citizens and/or residents of the respective country are not permitted to vote within the BA, however they are permitted to be non-voting members.
- A.1.3 If at any time the PBO is greater than the sum of the dues for the two preceding years, the NC or ANC will be suspended and the following conditions will apply for the following quarter year:
- citizens and/or residents of the respective country are not permitted to hold the posts of TC/JTC Chair, JTC co-Chair, Division Officer or Officer of the Commission and must be again formally elected or appointed to be re-instated in the post; and
  - its members will not benefit from the 66,7 % membership discount in the CIE Webshop; and
  - the 80% NC discount for their own purchases of documents from the CB will not be granted; and
  - the NC or ANC shall present a financial recovery plan to the Board of Administration (BA) within the quarter that A1.3 is applied.
- A.1.4 If at any time the PBO is greater than the sum of the dues for the three preceding years, the Board will automatically submit the request to expel it for approval to the other National Committees. Re-instatement can only happen after 12 months following the date of expulsion and is treated as a new application and the respective paragraphs of the Statutes, mainly under 4.5, apply. A payment schedule for arrears has to be submitted with the application for membership and has to be further negotiated with and approved by the Board of Administration.

As per R-BA2037 of the CIE Board of Administration the text of Annex A above will apply from September 1, 2020.