

REPORT ON THE  
CONSTITUTIVE ASSEMBLY  
HELD IN WARSAW  
THE 21st AND 22nd JUNE 1965

MINUTES OF THE PROCEEDINGS  
OF THE ICOMOS CONSTITUTIVE ASSEMBLY

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## REPORT ON THE CONSTITUTIVE ASSEMBLY HELD IN WARSAW

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The Constitutive Assembly of the International Council of Monuments and Sites met at Warsaw, as guests of the Polish government, in the Rudniew Room of the Palace of Culture and Science. Mr. Lucjan Motyka, Minister of Culture and the Arts, and Mr. Zygmunt Gartstecki, Vice-Minister of Culture and the Arts, were delegated by the government of the host country to represent it at the sittings.

In attendance were :

from *West Germany* : Mr. Georg S. Graf Adelman, Mrs. Hanna Adenauer, Mr. Werner Bornheim gen. Schilling, Mr. Otto Doppelfeld, Mr. Hans Feldtkeller, Mr. Ewald Gunther, Mr. Ludwig H. Heidenreich, Mrs. Margarete Kuhn, Mr. Hans S. Laessig, Mr. Reinhard Schindler, Mr. Wilhelm Schlombs, Mrs. Elfriede Schultze-Battmann, Mr. Hans Simon, Mr. Hans Thummler, Mr. Rudolf Wesenberg;  
from *Austria* : Mr. Hans Foramitti, Mr. Walter Frödl, Mr. Ulrich Ocherbauer, Mr. Norbert Wibiral;  
from *Belgium* : Mrs. Elisabeth Dhanens, Mr. Raymond Lemaire;  
from *Brazil* : Mr. Vladimir Alves de Souza;  
from *Bulgaria* : Mr. Pero Berbenliev, Mr. Georges Khrastanov, Mr. Lozynka Koinova, Mr. Alexandro Savov;  
from *Denmark* : Mr. Harald Langberg;  
from *Spain* : Mr. Martin Almagro, Mr. Antoine Alomar, Mr. Juan Bassegoda, Mr. Andres Bruges, Mr. Camilo Pallas, Mr. Eduardo Ripoll;  
from the *United States* : Mr. Carl Feiss, Mr. Robert Garvey, Mr. Richard Howland, Mr. Charles E. Peterson;  
from *Finland* : Mrs. Maija Kairamo;  
from *France* : Mr. Maurice Berry, Mr. René Léger, Mr. Pierre Puech;  
from *Great Britain* : Mr. William Arthur Eden, the Earl of Euston, Mrs. Judith D. Scott, Mr. Georges L. Taylor, Mr. Joseph Taylor;  
from *Hungary* : Mr. Deczo Dercsenyi, Mr. Paul Havassy, Mr. Nicolas Horler;  
from *Israel* : Mr. Johanan Mintzker;  
from *Italy* : Mr. Sandro Angelini, Mr. Carlo Ceschi, Mr. Piero Gazzola, Mr. Guglielmo De Angelis d'Ossat, Mr. Ricardo Pacini, Mr. Roberto Pane, Mr. Luciano Pontuale, Mr. Pietro Romanelli, Mr. Piero Sanpaolesi, Mrs. Mariam Sideri;  
from *Luxembourg* : Mrs. Madeleine Dernenen;  
from *Mexico* : Mr. Arturo R. Bernel, Mrs. Ruth R. di Coronel, Mr. Carlos Flores Marini, Mr. Aseves Salvador;  
from the *Netherlands* : Mr. Jan A. d'Ailly, Mr. Robert Hotke, Mr. Corneille N. Janssen, Mr. Corneille A. van Swigchem;  
from *Poland* : Mr. Piotr Bieganski, Mr. Olgierd Czerner,

Mr. Josef Dutkiewicz, Mr. Stanislaw Lorentz, Mr. Jerzy Lomnicki, Mr. Alfred Majewski, Mr. Kazimierz Malinowski, Mr. Bohdan Marconi, Mr. Andrzej Michalowski, Mr. Kazimierz Michalowski, Mr. Adam Milobedski, Mrs. Hanna Pienkowska, Mr. Mieszyslaw Przylecki, Mr. Mieczyslaw Ptasnik, Mr. Bohdan Rymaszewski, Mr. Jerzy Szablowski, Mr. Jan Zachwatowicz;  
from *Romania* : Mrs. Gabriella Bordenache, Mr. Georges Curinski, Mr. Grigore Ionesco, Mr. Mihail Ionesco, Mr. Livin Stefanescu;  
from *Sweden* : Mr. Zygmunt Lakocinski, Mr. Carl F. Mannerstrale, Mrs. Dagmar Selling, Mr. Swen Soderholm;  
from *Switzerland* : Mr. Guido Borella, Mr. Fritz Lauber, Mr. Ernest Martini, Mr. André Obrecht, Mr. Alfred Schmid, Mr. Roger Vionnet, Mr. Richard A. Wagner;  
from *Syria* : Mr. Adnan Mufti;  
from *Czechoslovakia* : Mr. Karol Chudomelka, Mr. Jan Hrasko, Mrs. Eleonora Hraskova, Mrs. Maria Izakovicova, Mr. Vladimir Novotny, Mr. Frantisek Teper, Mr. Vlastimil Vinter;  
from the *Union of Soviet Socialist Republics* : Mrs. Natalia Brytowa, Mr. Alexis Khaltourine, Mr. Vladimir Ivanov, Mr. Ivan Makowiecki;  
from *Yugoslavia* : Mr. Alexander Deroko, Mrs. Najda Frelik-Ribic, Mr. Jusa Vavken, Mr. Ivan Zdravkovic, Mr. Miroslav Zupan;  
for *Unesco* : Mr. Hiroshi Daifuku;  
for the *Rome Centre* : Mr. Harold J. Plenderleith, Mr. Italo Angle;  
for *Icom* : Mr. Hughes de Varine-Bohan.

The meeting was opened at 11:30 a.m. by Professor De Angelis d'Ossat, Chairman of the Provisional Committee that was elected at Venice the 31st May 1964. The Chairman welcomed the numerous delegations present and expressed his delight to see that so many countries were represented by their best specialists. He saw this as a proof for the necessity of creating an International Council of Monuments and Sites and the best omen for its future activities and influence.

Mr. Lucjan Motyka took the floor to welcome the specialists in the name of the Polish government and to express the hope that their work would be fruitful.

The Chairman submitted the agenda of the Constitutive Assembly to the vote. It was as follows :

1. Opening by the Chairman of the Congress of Venice;
2. Voting of the agenda (ICOMOS A.C.W.4.);
3. Election of the Chairman of the Assemblies;
4. Election of the Board of the Assemblies;
5. Election of the members of the Committee for the Control of Powers;
6. Voting of the rules of the Constitutive Assembly (A.C.W.2.);
7. The Secretary General's Report;

8. Reports on the statutes of ICOMOS (A.C.W.1.);
9. Discussion of the statutes;
10. Report of the Chairman of the Committee for the Control of Powers;
11. Report on the rules of ICOMOS (A.C.W.6.);
12. Voting of the statutes and rules;
13. Closing address of the Constitutive Assembly.

This agenda was unanimously adopted.

At the proposal of Mr. G. De Angelis d'Ossat, Mr. S. Lorentz, Director of the National Museum of Warsaw, was elected by acclamation Chairman of the Constitutive Assembly and of the first General Assembly. Mrs. Ruth Rivera di Coronel (Mexico), Mr. Peterson (U.S.A.), and Mr. Ivanov (U.S.S.R.) were elected Vice-Chairmen. Mr. P. Gazzola, the Secretary General elected at Venice, undertook the secretarial work, while Mr. R. Lemaire (Belgium) was designated as Reporter for the rules of the Assembly and the statutes of the Council.

The Board having been thus constituted, the Assembly elected the members of the Committee for the Control of Powers. The Committee was constituted as follows: Mr. Berry (France) Chairman, Mr. Schmid (Switzerland) Reporter, Mr. Hotke (the Netherlands), Mr. Alves de Souza (Brazil) and Mr. Novotny (Czechoslovakia) members.

Before continuing with the agenda, Chairman Lorentz recalled the memory of Mr. Paul Coremans, member of the Belgian Committee and Director of the Royal Institute of the Heritage of Belgium, who died the 11th June 1965. The Assembly observed a minute of silence in his memory.

Mr. J. Zachwatowicz brought greetings and best wishes from the International Union of Architects. The U.I.A. attaches the greatest importance to the preservation of the heritage of monuments and hopes that close co-operation will be established between the two organizations for this purpose.

The draft rules for the Constitutive Assembly were presented by Mr. R. Lemaire, Reporter. None of the four articles raised discussion. Before proceeding to the vote, the Chairman asked Mr. Berry, Chairman of the Committee for the Control of Powers, to present the conclusions of its inquiry. Twenty-two countries out of the twenty-five represented had constituted National Committees and thus could cast a valid vote. These countries were the following: the Federal Republic of Germany, Austria, Belgium, Brazil, Bulgaria, Denmark, Spain, the United States of America, France, Great Britain, Hungary, Israel, Italy, Mexico, the Netherlands, Poland, the Syrian Arab Republic, Sweden, Switzerland, Czechoslovakia, U.S.S.R., Yugoslavia.

In accordance with the previous agreement of the

Assembly, each National Committee represented had a right to one vote.

The rules of the Constitutive Assembly were adopted unanimously. This vote determines the rules of the General Assembly, of the Executive Committee, of the Advisory Committee, and of National and International Committees, until a new order.

The meeting was adjourned at 12:30 p.m. and resumed at 4:30 p.m.

*Report of Mr. P. Gazzola, Secretary General of the Provisional Committee.*

Mr. P. Gazzola, Secretary General, took the floor and gave an account of the activities of the Provisional Committee of ICOMOS which was set up at Venice the 31st May 1964.

The Secretary General expressed his delight to know that awareness of the historic and aesthetic value of the monument is, from now on, a reality. It follows that it is necessary to develop and render more efficacious on the practical level the methodological criteria of restoration, while keeping in mind that problems of specialized competence in the modern world go beyond the field of scientific institutions and laboratories and reverberate in social life and constitute the themes of cultural policy. If a critical position such as this is adopted in the face of everyday reality, we cannot fail to recognize, often with a feeling of alarm, that a dramatic conflict of interest corresponds to this increase of sensibility, since various requirements are involved in the integrity and even the survival of monuments.

Mr. Gazzola emphasized that much remained to be done in this matter; juridical means and administrative structures better adapted to the circumstances must be elaborated. It is also necessary to develop the awareness that respect for monuments is not an act of generic appreciation, a nostalgic and respectful deference for the past, but an achievement of the modern world, historically determined, which goes beyond the individuality of the monument and reverberates in town-planning and on the way of life of the collectivity.

He retraced the main steps in international co-operation in the field of the protection of cultural goods, the idea of which does not date only from the present day. Leaving aside isolated but always bilateral cases which could constitute historical precedents in the past, one must look to the period between the two wars (1918-1935) to see the really efficacious germs of this idea.

Indeed, the International Council of Cultural Co-operation was the cultural branch of the League of Nations in Geneva for those things that concerned cultural relations between countries.

After the cessation of its activities which necessarily coincided with the end of the League of Nations, there



was a gap until the creation in London in 1945 of the United Nations Educational, Scientific, and Cultural Organization — UNESCO.

After the Athens Conference of 1932, there was no large scale meeting having for its object the restoration of monuments which would have rendered possible a fruitful confrontation of the ideas and methods in the different countries.

This is the reason for the great success of the efforts of the « Company of Head Architects of the Historic Monuments of France », which in 1957 organized the first International Congress of Architects and Technicians of Historic Monuments in Paris, thus responding to a widely felt need. In fact, even if, under the aegis of UNESCO, opportunities were presented for international co-operation in this field, these were exceptional cases which, although very significant, were limited each time to well-defined sectors. Furthermore, it must be remembered that the efforts of the Monuments and Museums Division for the protection of monuments have been numerous and significant. Among the most important, we should point out the following :

- a) the constitution of an Advisory Committee — the International Committee for Monuments;
- b) for those states that requested it, the organization of missions of experts to advise on the preservation of the monumental and artistic heritage;
- c) the drawing-up of a text of recommendations on the conduct of archaeological excavations;
- d) the preparation and the voting of the Convention of The Hague (1954) for the protection of cultural properties in the event of armed conflict;
- e) the campaign for the protection of the monuments of Nubia, menaced by submersion following construction of the Asswan dam.

However, these efforts were limited only to a definite field and region. A true attempt at a meeting on basic problems was only carried out with the convening of the Congress of Paris in 1957. However, there also a true methodology could only be tackled in a very limited way because the subjects studied were too vast and consequently could only be studied rapidly. In fact, it was not possible to hope for a thorough study of the matter in view of the small amount of time given to work in proportion to the extent of the subjects discussed. These were the following :

- 1) the training and the mission of architects of historic monuments;
- 2) enterprises specialized in restoration and the training of their personnel;

3) technical and scientific means at the disposal of architects and enterprises;

4) the relations between architects of historic monuments and artists, archaeologists, and town-planners.

The questions studied can only be called to mind in a summary way. But considerations such as these do not minimize the importance of a meeting such as this; on the contrary, everyone appreciated its importance because it established contact between the specialists of all countries and, even more, because it made evident the necessity of creating an international organization which, while playing the same role that ICOM does for museums, would gather in one institution the persons who concern themselves with monuments in study, preservation, restoration, and use.

The Congress of Paris expressed the hope that such a Council would be created and, showing itself in favour of the offer made by Professor De Angelis d'Ossat at the closing of the meeting, chose Italy as the seat of the second Congress.

The Secretary General called to mind that in October 1961, the International Committee for Monuments of UNESCO had been informed of a vote cast by the Directing Council of the International Centre of Studies for the Preservation and Restoration of Cultural Properties, a vote which expressed the hope that an organization analogous to the International Council of Museums — ICOM — would be set up, which would be its parallel for those things that concern monuments and sites.

The International Committee for Monuments adopted this idea and recommended to the Director General of UNESCO that he charge the Secretariate with putting it into effect. In 1962, the UNESCO General Conference approved the idea and officially charged the Secretariate with continuing its work for the preparation of a rough sketch of statutes for the new organizations.

At Venice in May 1964, UNESCO presented drafts of the statutes and rules which were accepted as a working basis by the second International Congress of Architects and Technicians of Historic Monuments. Following a proposal by the General Direction of Antiquities and Fine Arts of Italy, the Congress was organized at Venice from the 25th to 31st May 1964. This constituted the first manifestation of the international campaign for monuments and sites undertaken by UNESCO, under whose patronage it developed. The different themes of the proceedings of this Congress were divided into five sections, devoted respectively to :

- 1) the theory of preserving and restoring monuments and its applications;
- 2) the fundamental problems of study, research, and restoration of monuments :

- a) methods of excavating and preserving archaeological pieces;
  - b) new physico-chemical discoveries for the preservation of old structures;
  - c) preservation, restoration, and use of monumental buildings — cases of exemplary importance;
- 3) the juridical and administrative organization of the protection of monuments, of the surroundings of monuments, of historic centres, and of the country-side;
- a) legislation;
  - b) administrative services;
  - c) technical services;
  - d) training of specialized personnel;
- 4) the contribution of the study of the restoration of monuments to the history of art and civilization;
- 5) a preliminary study of measures for protecting the heritage of monuments, in the event of large public works and armed conflict.

The importance of this meeting soon became evident, both because of the quality and of the number of participants. These had come from all the regions of the world, specialists in the various scientific disciplines concerned, or delegated by departments for the protection of historic monuments. Indeed, 622 delegates to the Congress of Venice from 61 countries, together with 170 observers made up a select attendance. Besides the countries that were the cradles of ancient civilizations, recently formed States or States that have recently acquired their independence came to affirm by their presence at this plenary meeting that they share the ideals and needs of the countries with longer experience. Thus, they promoted the analysis, the preservation and the protection of monumental buildings, and by this the transmission, through the traces of the past, of the vital lymph that nourishes the present. There are here the roots of the purest values of progress and civilization.

These highly qualified participants undertook, besides the usual work of a congress, the study of the problems raised by the two facts that constituted the pivot of this meeting; the drawing-up of the « Charter for Restoration » and the constitution of the International Council of Monuments and Sites — ICOMOS.

Mr. Gazzola gave a summary account of that meeting in order to show the importance of the creation of ICOMOS. Interest in this effort was great on all the continents and it must be recognized that the specialists understood that intense contemporary activity, due to the exceptional economic situation, was becoming dangerous. Culture was remaining external to it and could not provide ideas and initiative to a development which is often monstrous and uncontrolled.

During these last years, the danger of this separation and the necessity of placing these activities under the control of the mind, have been felt in all countries. It has been understood that any authentically modern people which desire to perfect its humanity and feel itself a valuable link in the chain that constitutes the development of history, must worthily preserve its cultural heritage. In this field, peoples of older civilizations received a profitable lesson from the younger nations; these, along with serious problems of fundamental importance have attentively examined the necessities inherent in the preservation of their historic and cultural properties.

The drama of the defacement of historic centres, brought about by unharmonious urban development and by the absence of a solid cultural preparation in planning, is a phenomenon found almost everywhere. The same holds for the alteration of the country-side by the disordered establishments of industrial buildings. Lack of personnel and the necessity of ensuring that they have specialized training are also afflictions of the period through which we are passing.

Legislation for the protection of cultural goods, while taking into account the most valid needs of social life, is a problem whose solution cannot be awaited much longer. The Secretary General concluded that it was for these reasons that the Congress was so highly appreciated. The Congress of Venice confirmed the role that culture, in the deepest meaning of the term, should fill, in an ever more active way, in each sector of the field of monuments.

Concerning the creation of ICOMOS, everyone recognized the urgency of its legal constitution. It should be the supreme authority in the sector of the restoration of monuments, of the preservation of historic centres, of the country-side, and of places of art and history, both in their details and as wholes. The drafts of the statutes and rules were the object of attentive study on the part of the work group nominated by the Congress. After mature reflexion, it decided on the nomination of a Directing Committee and a Board charged with continuing the necessary work for defining the statutes and preparing rules and especially, with organizing constitutive and general assemblies which were to be gotten underway as soon as possible.

The Secretary General read out the list of members of the organizing committee and of the Board which were then formed :

#### *Organizing Committee :*

Mr. Abdul Hak (Syria), Mr. Amer (U.A.R.), Mr. Bornheim (Germany), Mr. Brew (U.S.A.), Mr. Chauvel (France), Mr. De Angelis d'Ossat (Italy), Mr. Demus

(Austria), Mr. Ekpo-Eyo (Nigeria), Mr. Iniguez Almech (Spain), M. Ionesco (Romania), Mr. Lal (India), Mr. Langberg (Denmark), Mr. Pavel (Czechoslovakia), Mr. Pimentel (Peru), Mrs. Rivera de Coronel (Mexico), Mr. Sekino (Japan), Mr. Sereguine (U.S.S.R.), Mr. Stikas (Greece), Mr. Zbiss (Tunisia), Mr. Zdravkovic (Yugoslavia). The representatives of the Rome Centre, of ICOM, and the observer from UNESCO were ex-officio members of the Committee.

#### *Board :*

Lord Euston (United Kingdom), Mr. Gazzola (Italy), Mr. Lemaire (Belgium), Mr. Lorentz (Poland), Mr. Almagro (Spain), Mr. Schmid (Switzerland), Mr. Sonnier (France).

Mr. Guglielmo De Angelis d'Ossat and Mr. Piero Gazzola were called upon to be Chairman and Secretary General of the Committee. The provisional seat of the Council remained in the premises provided by the Giorgio Cini Foundation on the island of St. George the Greater in Venice, and it was there that the preparatory activity for the General Assembly developed. However, the Polish Government, thanks to the kindness of Professor Stanislaw Lorentz, in accordance with an offer previously made in Venice, officially invited our General Assembly to meet in Poland.

The Secretary General called to mind the matters that are within the competence of the Council as they are defined in the first articles of the statutes. These, besides monuments properly speaking, — be they of historic, archaeological aesthetic, or ethnographic interest, buildings by nature or destination — also include artistic, historic, or archaeological areas. The ends pursued are to promote the study and favour the preservation of monuments and sites. More precisely :

— to awaken and develop interest on the part of authorities and peoples for their own monuments and sites and, in general, for their cultural heritage;

— to constitute an international organization, representative of administrations, institutions, and persons interested in the preservation, restoration, and study of monuments and sites.

In order to attain these ends, ICOMOS will especially devote itself to the following activities :

a) encouraging the drawing-up and adoption of international recommendations applicable to the study, preservation, restoration, and use of monuments and sites;

b) co-operating, on the national and international levels, in the creation and development of documentation centres concerning the fields mentioned in *a*; putting this documentation at the disposal of ICOMOS members and of all specialists interested in these problems;

c) co-operating, on the national and international levels, in the preparation of inventories, catalogues, topographical maps, photographic and photogrammetric archives etc., concerning monuments and sites;

d) studying and disseminating techniques, including the most recent, in the field of preservation, restoration, and the use of monuments and sites;

e) creating permanent or provisional study commissions and committees of experts, within the framework of the activities mentioned in *a*, *b*, *c*, *d*; co-operating with those that have already been created or which will be created outside of itself;

f) undertaking or patronizing publications specialized in the fields mentioned in the preceding articles;

g) establishing and maintaining close co-operation with UNESCO, the International Study Centre for the Preservation and Restoration of Cultural Properties in Rome, the International Council of Museums — ICOM — and other international and regional organizations which pursue common objectives.

The statutes provide for the organs which are to make up ICOMOS and their respective functioning. These will be defined by the rules which are to be voted by the General Assembly.

The National Committees which constitute the foundation of our Council have a particular importance. The Secretariate has given a maximum of interest to their constitution. By personal or official contact it has untiringly intervened for the purpose of obtaining the best results, both from the point of view of the number of committees and the quality of the members who make them up. The Secretary General emphasized that the high qualifications and large number of persons attending the General Assembly are the best proof that the seed has not been sown in vain and that our work has been favourably received everywhere with an interest worthy of our cause.

Examining the work carried out between the Congress of Venice and the General Assembly, be called to mind the principal tasks of the Secretariate :

— The campaign for new members was intensified and contact was made with the most eminent persons of the different nations, for the purpose of constituting the National Committees provided for in the statutes.

— The Board of ICOMOS met three times and undertook a heavy task along with the General Secretariate which maintained contact with the members, especially in order to draw up the text of the statutes and to prepare the rules. Copious correspondence with the members and National Committees allowed for the presentation of various proposals for amending the statutes at the meeting of the Board in Paris the 9th and 19th July,

the 3rd and 4th November 1964, and the 9th and 10th April 1965 in Rome.

— In February 1965, the Secretary General participated in meetings with the Polish Committee, under the chairmanship of Professor Lorentz, in charge of organizing the Assemblies. Thus the programme was prepared which has been distributed since last February and which includes the two successive meetings of the International Council of Monuments and Sites :

- 1) the Constitutive Assembly convened at Warsaw, the 21st and 22nd June 1965;
- 2) the General Assembly, convened at Cracow, the 24th, 25th and 26th June 1965.

The number of National Committees constituted, together with the large participation of associate members, testifies to the great interest that our effort has aroused in every part of the world and demonstrates, once again, that the necessity of its constitution has been felt for a number of years.

Since that first period of activity, the Council has been represented at various international meetings where problems of parallel interest to our programme were discussed. It participated in the third General Assembly of the International Centre for the Preservation and Restoration of Cultural Goods, which took place in Rome from the 5th to 9th April 1965. It has contacted the Centre for close co-operation in field of common activity. It has already been settled that, as soon as UNESCO has officially recognized ICOMOS, the Centre will invite one of our representatives to be a member by right of its Directing Committee together with the ICOM representative.

The closest and most cordial contacts already bind the Council with the Direction of the International Specialization Courses in the Restoration of Monuments, which are held in Rome under the guidance of Professor De Angelis d'Ossat, in co-operation with the International Study Centre for the Preservation and Restoration of Cultural Properties. Among the activities to which we must dedicate ourselves, the training of cadres is one of the most delicate sectors and the most generally felt problem.

Contacts with UNESCO and ICOM have been continued. This has permitted us to profit from their experience and to co-operate fully with them.

The Secretary General terminated his report with these words :

« We are now at the conclusion of our preliminary phase. The Constitutive Assembly of Warsaw and the General Assembly place us with rights in the great family of non-governmental organizations, « ONG » in UNESCO's own language. At the end of the Assembly we will inform UNESCO of the official constitution of

the International Council of Monuments and Sites in order to be able to obtain the subsidy voted by the UNESCO General Conference in December 1964 and which comes to \$ 6,000 U.S. for 1965 and 1966. We shall be able to draw up a definite programme of scientific and associated activities to be undertaken. This will permit UNESCO to ask officially for the contribution of our Council in carrying-out its tasks.

» The activities that await us are numerous and difficult. International intellectual life, in the field of the protection of cultural goods, expects much from us. On several sides, our directives and our co-operation in the field of scientific research, of doctrinal framework, of the training of personnel are looked for, both from the point of view of direction as well as the carrying-out of various efforts. This will be a question of means, but especially of men who would be willing to devote themselves with love and disinterestedness to the difficult task of setting-up a team of organizers, structured into study groups, research commissions, and advisory committees.

» May our enthusiasm and our devotion to the great cause that brings us together be proportional to the scope of our task. »

#### *Report on the ICOMOS statutes.*

Mr. R. Lemaire, Reporter, then took the floor to present the draft statutes and give a brief history of their elaboration. He called to mind that when in May 1964, the Plenary Assembly of the second International Congress of Architects and Technicians of Historic Monuments, at the initiative of UNESCO, decided in Venice to create the International Council of Monuments and Sites, it charged the Provisional Committee which it had elected, and more especially its Board, to define the draft statutes of the new organization. The Board occupied itself with this problem from November 1964 and held several meetings devoted to the revision and definition of the text submitted to the Congress of Venice. It was assured of the co-operation of high functionaries of UNESCO, of the Director of ICOM, and of eminent jurists. Furthermore, it took into account the suggestions communicated by several members of the Congress of Venice.

The Reporter thanked especially, Mr. Rosi, Head of the Museums and Monuments Division of UNESCO, Mr. Daifuku, programme specialist in the same Division, Mr. Hughes de Varine-Bohan, Director of ICOM, Mr. Z. van Hee, Professor of civil law at the University of Louvain, and Mr. M. Matteucci, Professor of civil law at the University of Padua, for their discerning advice and valuable co-operation.

Thus, several texts had been drawn up which, through successive corrections, had resulted in the draft which was submitted to the approval of the Assembly.



This text contained notable differences from the one submitted at Venice and which had called forth remarks on the part of several of the delegations; the main object was to clarify definitions, to give more details on the aims of the Council, and to define the competence of the various organs.

The Reporter then give an outline of the most important changes and justified them :

— Article 3, which deals with definitions, was appreciably modified. The definitions of the terms « monuments » and « sites » were reviewed in order to eliminate repetitions, to enlarge their scope while suppressing an enumeration which might have involved an unfortunately restrictive interpretation, and finally to define their bearing especially in regard to the fields where the competence of the International Council of Monuments and Sites falls in with that of the International Council of Museums. It is evident that if fruitful and harmonious co-operation, so necessary between these two sister organizations, is to be assured for the future, their respective fields of activity should be defined from the beginning and in full agreement. Paragraph C of article 3 has this as its aim.

— Article 4 defines the aims of ICOMOS. It underwent several corrections in style; its content remained unchanged.

— The same held for article 5 which determines the activities of ICOMOS. Here also the enumerations were suppressed. Likewise, article 5, g which stated « To promote and organize international commissions and meetings of experts », was suppressed. In fact, this idea was already contained in paragraph e, which deals with the constitution of permanent or provisional study commissions and committees of experts. ICOMOS' co-operation with already existing commissions, which had not previously been mentioned, was included here.

— In article 6 on ICOMOS members, a clearer distinction was established between associate members and honorary members. Furthermore, the title of active members was reserved exclusively for physical persons corresponding to the requirements enumerated in paragraph a, al. 1. Organizations, associations, and institutions which pursue aims parallel to those of ICOMOS can become associate members of our organization. In order to give equal guarantees and rights to every country, the number of members to which each country has a right was limited to 15. This is as it should be in any international organization. The method of election was determined as co-optation within the National Committees.

The rights of the different categories of members were defined. Only active members have the right to vote. Associate members are invited to General Assemblies

with an advisory vote. Most of these notions were contained in the Venice text; they were classified and clarified.

— Chapter V is devoted to administrative structures. The organs of ICOMOS are enumerated in article 8. The Board was eliminated from the list since it is, in fact, the prolongation of the Executive Committee and depends on it; on the other hand, the Secretariate was integrated into it.

The tasks of each organ were better defined than they previously had been.

— Article 9 on the General Assembly was thoroughly changed. Its main tasks were enumerated : to elect its own board, to elect the President of ICOMOS, the Secretary General, the Treasurer and the 14 members of the Executive Committee, to determine the seat of ICOMOS and the amount of the subscriptions, to vote amendments to the statutes, to determine programmes, to approve budgets, and to assure the means of carrying out the aims of the organization. Its composition was modified in function of the limitation of the number of active members. The meeting of these latter constitutes the General Assembly and only there do they fully exercise their rights.

— The rights and tasks of the Executive Committee defined in article 10 did not undergo any notable modification, with the exception of the creation of a Board. The Board was no longer presented as an independent organ, but as the executive organ of the Executive Committee. The hierarchy was thus better affirmed and the conflict of competence between the Executive Committee and the Board, which in the Venice statutes were charged with the same tasks, was practically excluded. Thus it is the task of the Executive Committee to define exactly the tasks and powers of its own Board.

— Article 11 gives an outline of the duties and rights of the President, Vice-Presidents, Secretary General, and Treasurer of ICOMOS. To a large extent it includes the items of article 11, 2 of the Venice statutes. Another part of this article, dealing with the Secretariate of ICOMOS, was made into an independent article under number 15 in the new text.

— Little or no change, if only in form, to articles 12 and 13, dealing with the Executive Committee and the National Committees, except in regard to the composition of the latter in accordance with the modifications already mentioned in article 6 limiting the number of their members and determining the method of their recruitment.

— The Venice statutes only mentioned the creation of Technical International Committee as a reminder. Article 14 gives them a more complete form. It takes its inspiration for the definition and the description of

the tasks of these committees from the statutes of ICOM. These committees will be constituted by the Executive Committee which will determine the nature and the methods of carrying-out their work.

The Reporter emphasized that ICOMOS was called to work in close co-operation with existing international organizations such as UNESCO, the Rome Centre, and ICOM. Is it necessary to say that we hope that ICOMOS will also be invited to their meetings?

Finally, the Reporter concluded by pointing out that articles 17, dealing with revenues, 18 on the juridical personality, 19 on amendments, 20 on dissolution, and 21 on languages did not undergo any modification while commenting on. However, it must be pointed out that the statutes provide for the adoption by ICOMOS of the same official languages as UNESCO, that is, besides French and English, which are working languages, Russian and Spanish.

Since that first meeting, and thanks to the Polish Committee's admirable work in organizing this Constitutive Assembly, this requirement of our statutes has been able to be applied. It constitutes an eloquent affirmation of the international vocation of our Council which, in spite of differences of language, race, philosophy, or political regime, aims at preserving an essential part of the most valuable creations of men of all ages for future generations : the product of their intelligence and their sensibility.

After Mr. Lemaire's report, the draft of the statutes was discussed and several delegations proposed amendments. The suggestions were put to the vote; the following amendments were adopted :

Art. 3, *b* : replacing the term « a group of elements » by « urban framework ». Proposed by M. Pane (Italy).

Art. 9 : « the General Assembly... is to meet in the same place and 24 hours after... ». Proposed by the Syrian delegation.

Art. 10, *b* : « The Executive Committee is composed of 26 members, partly elected by the General Assembly,

and partly co-opted... ». Proposed by the Syrian delegation.

Art. 10, *c* : *Temporary arrangement*.

« For the first term, the General Assembly elects the members of the Executive Committee by secret ballot from a list of names proposed by the Advisory Committee. » Proposed by the Reporter.

Art. 10, *e* : « ... and three members of the Executive Committee... ». Proposed by Mr. Schmid (Switzerland).

Art. 13, *b* : « ... on the initiative of competent public or private institutions of the countries and in agreement with the Executive Committee... co-optation ».

Art. 15 : « The Secretariate distributes to the members an account of the reports of the National Committees provided for in article 13, *c*, and a report on its own activities ». Proposed by the Dutch delegation.

The meeting was adjourned at 7:00 p.m.

The meeting was opened at 11:00 a.m., the 22nd June 1965.

The vote on the statutes was taken. Voting was by delegation. Each delegation had one vote. The text of the statutes with the amendments adopted the previous day was unanimously approved by the twenty-two representatives.

Accordingly, the Chairman declared that the International Council of Monuments and Sites was validly constituted. He asked the Secretary General to inform the Director General of UNESCO of this fact without delay.

Mr. Lorentz expressed his delight that that statutes had been unanimously approved and saw in this a guarantee of success for the new organization. Before the Constitutive Assembly broke up, he congratulated the participants on the enthusiasm and feeling that they gave to these days.

The meeting was adjourned at 12.30 p.m.



# RULES OF THE CONSTITUTIVE ASSEMBLY, APPROVED AT WARSAW, JUNE, 20th - 22nd, 1965

## Art. 1.

The Constitutive Assembly of the ICOMOS elects a chairman, three vice-chairman and a rapporteur, following the proposal of the Provisory Committee.

## Art. 2.

The constitutive Assembly of the ICOMOS adopts as provisory rule of the General Assembly of the International Centre for the Study of the Preservation and the Restoration of Cultural Property, adapted to the Statutes of the ICOMOS by the Provisory Bureau.

## Art. 3.

The Constitutive Assembly adopts as provisory rule of the Executive Board, the Bureau, the Consultative Committee, the National Committees and the International Committees the ad hoc rules of the ICOM.

## Art. 4.

Each country in which a National Committee has been validly constituted has the right to one vote.

# STATUTES ADOPTED BY THE CONSTITUENT ASSEMBLY, WARSAW, 22 JUNE 1965

## I. NAME AND HEADQUARTERS.

### Art. 1.

An association is hereby established under the name of the INTERNATIONAL COUNCIL OF MONUMENTS AND SITES, hereinafter designated by the initials ICOMOS.

### Art. 2.

The location of the headquarters of ICOMOS will be determined by the First General Assembly. It may be changed, if necessary, by a decision of the General Assembly.

## II. DEFINITIONS.

### Art. 3.

a) The term « monument » shall include all real property, whether they contain buildings or not, having archaeological, architectural, historic or ethnographical interest and may include besides the furnishings preserved within them.

b) The term « site » shall be defined as a group of elements, either natural or man-made, or combinations of the two which it is in the public interest to conserve.

c) The following categories are excluded from the above definitions :

1. Movable cultural property preserved in buildings, which are part of museum collections.
2. Archaeological collections preserved in museums or exhibited at archaeological or historic site museums.
3. Open-air museums.

## III. AIMS AND ACTIVITIES.

### Art. 4.

ICOMOS shall be the international organization to link public authorities, departments, institutions and individuals interested in the preservation and study of monuments and sites. It shall have the following aims :

a) To promote the study and preservation of monuments and sites.

b) To arouse and cultivate the interest of the authorities, and people of every country in their monuments and sites and in their cultural heritage.

### Art. 5.

In order to achieve these aims, ICOMOS shall carry out the following activities :

a) Encourage the preparation and adoption of international recommendations applicable to the study, the preservation, and restoration of monuments, sites and artistic objects.

b) Co-operate at national and international levels in the creation and development of documentation centres concerning the points listed in paragraph a. These centres should be available to the members of ICOMOS and to all experts interested in these problems.

c) Co-operate at national and international levels in the preparation of inventories, directories, topographical maps, photographic and photogrammetric archives, etc., relating to monuments and sites.

d) Study and spread information of all techniques, including the most up-to-date, for the preservation, restoration and development of monuments and sites.

e) Establish within the framework of the activities mentioned in paragraphs *a, b, c, d*, permanent or ad hoc working parties, study commissions and special committees of experts; co-operate with commissions and committees already existing; as well with those which might be created in the future.

f) Produce and sponsor specialized publications on the above mentioned subjects.

g) Establish and maintain close co-operation with UNESCO, the International Centre for the Study of the Preservation and Restoration of Cultural Property in Rome (Rome Centre), the International Council of Museums (ICOM) and other international or regional organizations pursuing common goals.

#### IV. MEMBERS.

##### Art. 6.

a) ICOMOS shall be composed of three categories of members: active members, associate members and honorary members.

1. The status of active member can only be conferred upon individuals who are actually engaged in the conservation of monuments and sites in each country, either on the scientific, technical and administrative staff of the national services of monuments and sites, fine arts or antiquities or among specialists and technicians specialized in the preservation and the restoration of monuments and sites, architecture, town-planning, history of art, archaeology and ethnology.

2. The following shall be entitled to the status of associate member:

a. All qualified individuals interested in the aims of ICOMOS.

b. Public and private national organizations, associations and institutions concerned with conservation and restoration programmes to develop monuments and sites.

c. International or regional organizations, associations and institutions similar to those listed in paragraph *b*.

d. Benefactors who present ICOMOS with gifts in kind or in cash.

3. The following shall be entitled to the status of Honorary Member: individuals who have rendered distinguished services in the field of the preservation, restoration and development of monuments and sites.

b) 1. Active members shall be formed into National Committees, as defined in Art. 13. No country shall have more than 15 active members. They shall be entitled to speak and vote at the General

Assembly, and may be represented by another member of the same category; no member shall be entitled to have more than two votes in addition to his own.

2. Associate members, whether individuals or organizations, shall be approved by the National Committees, or if none exists, by the Executive Committee. They are entitled to attend meetings of the General Assembly and have the right to speak but not to vote.

3. Honorary members are proposed by the executive Committee of ICOMOS and appointed by the General Assembly. They have the same rights as associate members.

c) Active and associate members shall pay dues or subscription, the amount of which shall be specified by the General Assembly. No dues are required of honorary members.

##### Art. 7.

A member of ICOMOS shall cease to be a member:

a) If he should resign at the end of a calendar year after having given the Bureau written notice to that effect three months in advance, and after having paid his dues for the current year.

b) If he should be formally struck off the register by the General Assembly owing to non-payment of dues or for any other legitimate reason.

#### V. ADMINISTRATIVE STRUCTURE.

##### Art. 8.

a) The administrative organisation of ICOMOS shall consist of the:

General Assembly,  
Executive Committee,  
Advisory Committee,  
Specialized International Committees,  
Secretariat.

b) Each of these divisions shall lay down its own rules of procedure with regard to its mode of operation, including the election of its own officers, according to the Statutes.

##### Art. 9.

The General Assembly shall be the sovereign body of ICOMOS. It shall elect its own President, 3 Vice-Presidents and a Rapporteur. It shall elect the President of ICOMOS, 3 Vice-Presidents, the Secretary-General, the Treasurer and 14 members of the Executive Committee; the latter shall be active members selected to ensure that different specializations are represented and that the geographical distribution is equitable. It shall appoint the Honorary Members of ICOMOS; it shall determine the site of its headquarters and the rate of dues, adopt amendments to the statutes and rules,

establish the programmes, approve the balance sheet and the budget estimates, and ensure the achievement of the aims of ICOMOS.

The General Assembly is composed of active members of ICOMOS. It shall be convened every three years on the date and at the place chosen by the Executive Committee in ordinary session and at the request of the majority of the members of the Executive Committee or, at the request of one third of the active members, in extraordinary session.

The requisite quorum shall be one third of the active members present, including deputies. Should this quorum not be reached the General Assembly shall, twenty-four hours later, meet again at the same place; its discussions shall then be valid, irrespective of the number of voting members present.

#### Art. 10.

a) The Executive Committee is the directive body of ICOMOS. The President of ICOMOS or, in his absence, one of the Vice-Presidents, will preside at the meetings. It shall co-opt 5 members. It shall be authorized to obtain, hold and use, on behalf of ICOMOS, the funds necessary for the achievement of the aims set forth in these statutes, as well as to accept gifts and bequests. It shall prepare the draft programmes and budget estimates and supervise their implementation, after these have been approved by the General Assembly.

On behalf of the General Assembly it shall take all decisions which circumstances may require, subject to their subsequent ratification by the Assembly.

b) The Executive Committee shall be composed of 26 members, part elected by the General Assembly and part co-opted; all shall be in activity representing different regions of the world :

The President of ICOMOS;

The three Vice-Presidents;

The Chairman of the Advisory Committee;

The Secretary General;

The Treasurer;

The 14 members elected by the General Assembly;

The 5 co-opted active members.

No country shall be represented by more than one member within the Executive Committee with the exception of the President.

The Director of the Secretariat shall be in attendance at all Executive Committee Meetings — without a vote.

c) The members of the Executive Committee shall be elected by secret ballot by mail for a term of three years, and shall be eligible for two further periods. They can be re-elected after a period of three years. Should a seat fall vacant, the Executive Committee shall elect,

for the remainder of the term of office of the previous occupant, a deputy chosen from among the individual active members.

*Transitional Clause.* — The first General Assembly shall elect the members of the Executive Committee for their first term of office by secret ballot.

d) The Executive Committee shall be convened by its Chairman in ordinary session at least once a year and, at the request of one-third of the Committee's members, in extraordinary session. During years when the General Assembly meets, it shall meet before and after the meeting of the Assembly. Decisions shall be taken by a majority vote of members present or their representatives.

e) The President of ICOMOS, three members of the Executive Committee appointed by him, the Chairman of the Advisory Committee, the Secretary General and the Treasurer constitutes the Bureau. Meetings of the Bureau can take place between sessions of the Executive Committee and shall be convoked by the President.

#### Art. 11.

a) The President of ICOMOS shall convoke the General Assembly, convoke and preside over the Executive Committee and the Bureau, and shall propose their agenda. He shall be a member — *ex officio* — of the Advisory Committee. He shall represent ICOMOS by proxy. He shall authorize and make payments in collaboration with the Treasurer.

b) Vice-Presidents will assist or take the place of the President.

c) The Secretary General will arrange and supervise the work of the Secretariat.

d) The Treasurer will prepare the financial report, arrange the budget and authorize expenditure in accordance with the President's instructions and make payments.

#### Art. 12.

a) The Advisory Committee shall be the consultative organ of ICOMOS. It shall give advice or make suggestions to the General Assembly and to the Executive Committee. It shall examine programmes proposed by National Committees and recommend them with its advice to the Executive Committee. It shall prepare and submit to the General Assembly the list of candidates for election to the Executive Committee.

b) The Advisory Committee shall be composed of the President of ICOMOS, the Chairman of the National Committees, and the Chairman of the Specialized International Committees. It shall be convened at least once a year on the date and place chosen by the Executive Committee.

Art. 13.

a) The National Committees shall take steps to implement both the general and the national programmes of ICOMOS.

b) They shall be formed by public or private authorities of the country, in agreement with the Executive Committee after consultation with national or international organizations, associations and institutions such as professional associations and administrative bodies. They may consist of a maximum of 15 active members who can be re-elected. Their appointment will come into force only after the approval of the Executive Committee.

The National Committees shall be convened by their Chairman. Once a year they shall submit reports on their activities to the President of ICOMOS. The associate members shall participate in the activities of the National Committee, within the limits established by the statutes.

Art. 14.

The International Committees are the technical organs of ICOMOS. They shall carry out specialized studies on professional problems with which ICOMOS is concerned. They may organize working parties among themselves as sub-committees or commissions.

The Executive Committee may set up and dissolve Committees and establish their goals, and the manner in which they are to carry out their tasks.

Art. 15.

The Secretariat co-ordinates and carries out the work of ICOMOS under the direction of the President and the Secretary General. The Secretariat consists of a paid Director and staff. The Secretariat will distribute summaries of the annual reports received from National Committees foreseen in art. 13 and a report of its activities.

Art. 16

UNESCO, the Rome Centre, and ICOM shall be invited to send observers to all ICOMOS meetings.

Art. 17.

a) The income of ICOMOS shall consist of :

1. Subscriptions or dues of members;
2. Gifts and bequests;
3. Subventions.

b) The maximum amount of expenditure which ICOMOS may normally incur during the three-year interval between two sessions of the General Assembly shall be decided by the General Assembly.

VI. LEGAL STATUS.

Art. 18.

*Transitional Clause.* — The Executive Committee may take whatever measures it deems useful in order to acquire legal status for ICOMOS in the countries where it exercises its activities, to the extent necessary for the performance of its tasks.

ICOMOS shall be represented vis-à-vis third parties by the President, or, in the absence of the latter, by one of its Vice-Presidents, or by the Secretary General.

VII. AMENDMENTS.

Art. 19.

The General Assembly alone shall be empowered to amend the present statutes, by a two-thirds majority of the votes cast, and after communicating the proposed new text to the active members at least four months before the opening of the General Assembly.

VIII. DISSOLUTION.

Art. 20.

The decision to dissolve ICOMOS may be taken only by the General Assembly, by a two-thirds majority of the votes cast. In the event of the dissolution of ICOMOS, its assets shall be transferred to an organization nominated by UNESCO.

IX. LANGUAGES.

Art. 21.

ICOMOS shall employ the official languages used by UNESCO. The working languages shall be English and French.

## REPORT ON THE FIRST GENERAL ASSEMBLY HELD AT CRACOW THE 24th AND 25th JUNE 1965

At the invitation of the Polish Government, the first General Assembly of the International Council of Monuments and Sites was held at Cracow from the 24th to the 25th June 1965. The meeting was opened in the Senate Chamber of the Royal Castle of Wawel, in the presence of Mr. Zbigniew Skolicki, President of the National Council of the City of Cracow, Mr. Jan Garlicki, Vice-President of the National Council of the City of Cracow, Mr. Jerzy Szablowski, Director of the Art Collections of the Royal Castle of Wawel, Mr. Alfred Majewski, Director of the Restoration Board of the Royal Castle of Wawel, and Mr. Jerzy Banack, Director of the National Museum of Cracow.

Mr. Skolicki and Mr. Szablowski welcomed the members of the Council to Cracow. They expressed warmest good wishes for the proceedings of the Assembly and for the future development of the new organization.

Mr. S. Lorentz, who had been elected Chairman of the Constitutive Assembly and of the first General Assembly, having been detained in Warsaw for the opening of Parliament, the chair for this meeting was taken by Mr. Ch. Peterson and Mr. V. Ivanov, Vice-Chairman. Mr. Peterson replied to the addresses by the Polish dignitaries and thanked them for having honoured the first meeting with their presence.

The draft of the Rules for the General Assembly, presented by Mr. R. Lemaire, Reporter, was unanimously adopted.

Four commissions were then set up :

1. Commission for the examination of powers;
2. Commission for the permanent seat of the Council;
3. Commission for the programme and the budget;
4. Commission for candidatures.

The meeting was adjourned at 12:30 p.m.

The following day, the 25th June 1965, the meeting was opened at 9:30 a.m. by the Chairman, Mr. Lorentz. The Chairmen of the various commissions presented their reports. After discussion, the conclusions were put to the vote.

1. Report of the Commission for the Examination of Powers.

The Chairman, Mr. H. Landberg announced that, after examination, 119 members present or validly represented had the right to vote.

2. Report of the Commission for the Choice of a Permanent Seat for the Council.

Mr. Bornheim, Chairman of the Commission, stated the conclusions arrived at :

The Commission carefully examined the proposals of the four countries which offered to welcome the Council :

- Belgium in Brussels;
- Spain in Madrid;
- France in Paris;
- Italy in Venice.

After having studied these candidatures, the Commission decided to recommend that the General Assembly accept the French proposal.

The Commission pointed out that the three other offers are better defined in respect to the premises offered and the amount of the subsidies for functioning granted :

- \$ 10,000 to \$ 12,000 by Belgium;
- \$ 20,000 by Spain;
- \$ 10,000 by Italy.

The Commission proposed that the Chairman thank the governments of these countries for their generous offers. However, powerful arguments decided the Commission to pronounce itself in favour of Paris :

- the geographical situation of the French capital which is well situated and served by an important road, rail, and air network...;
- the cultural influence of France, where there exist already the seats of UNESCO, ICOM, the U.I.A., and of other international organizations with which ICOMOS will have to maintain close co-operation;
- France will offer premises necessary for the secretariate, the use of meeting-rooms, and a cash subsidy as a contribution to the budget of the functioning of the Council.

A telegram from the Minister of State in charge of Cultural Affairs to the French representative Mr. Berry, pointed out the advantages that Paris has for the ICOMOS seat. The International Council of Monuments and Sites would enjoy the advantages already granted to non-governmental organizations installed in France. It would be able to use the Archives of the Museum of French Monuments and those of the Research Centre on Historic Monuments.

In accordance with the conclusion of the Commission, the Assembly unanimously decided to establish the seat of the International Council of Monuments and Sites in Paris. The Council decided to thank France for its hospitality.

2. The Commission for the programme and the budget. Mr. Alves de Souza, Reporter of the Commission for the programme and the budget, read the conclusions :  
« After a long and serious discussion under the chairmanship of Mr. Frodl, the Commission is happy to



present to the General Assembly its conclusions on the following subjects :

- I. The general programme of activity.
- II. The specialized activities of National and International Committees.
- III. Co-operation with other organizations.

#### *I. Draft of the General Programme.*

The programme of activity has been conceived as a flexible framework, intended to orientate the general policy of the Council from 1965 to 1968. If necessary, it could allow for the carrying-out of activities not foreseen in the budget.

##### *1. General activities.*

- a) The Secretariate of the Council will be established in Paris. It will be expanded in function of the needs of the Council and of financial possibilities.
- b) One of the first tasks of the Council will be the setting-up of a Documentation Centre. A long term campaign will be undertaken with a view to collecting documents and information. The material received will be classified and analyzed. Finally, the information will be placed at the disposal of specialists and of the public.
- c) It will be necessary to undertake a campaign to make known the creation of the Council and to obtain the membership of developing countries. It will be necessary to pursue a policy of extending ICOMOS by encouraging the creation of new national committees and by orientating the activities of those already created. Parallel to this, a campaign will have to be undertaken for the recruiting of associate members and for the improvement of the financial situation.
- d) The regulations of the Council, provided for in the Statutes adopted by the Constitutive Assembly, will have to be drawn up.
- e) It will be necessary to prepare for the publication of the organs of the Council, the review *Monumentum* and the information bulletin.

##### *II. Specialized activities.*

These activities will devolve upon International Committees made up of specialists; they will be helped by the National Committees.

The Commission proposed the creation of five specialized International Committees :

- a) preservation and restoration;
- b) doctrine, legislation, administration, and documentation;
- c) the use and revivification of monuments and groups of historic buildings;

- d) the training of architects and qualified personnel;
- e) sites.

These committees could be sub-divided, not into sub-committees, but into work groups. This seems to be a more flexible formula; these groups can easily be expanded in accordance with the needs of ICOMOS.

We should be careful to maintain a balanced representation of countries and disciplines concerned by the problems studied, within these committees.

The activity of International Committees can take various forms : inquiries, meetings of experts, etc. The conclusions of these work groups should be published. These committees, made up of active members, will have corresponding members in the largest possible number of countries.

The chairman of each committee will undertake to place a minimum of material facilities at the disposal of the members, especially a secretarial staff.

##### *III. Co-operation with other organizations.*

Contact will be established, both at the level of Secretariates and of Chairmen, with institutions that are pursuing aims similar or parallel to those of ICOMOS, especially with :

- UNESCO;
- the International Centre for the Preservation and Restoration of Cultural Properties — Rome Centre;
- the International Council of Museums — ICOM;
- the International Union of Architects — U.I.A.;
- the International Federation for Housing and Planning — F.I.H.U.A.T. — of which the Standing Committee « Historic Urban Sites » is an off-shoot.

The International Council of Monuments and Sites will take part in the periodic co-ordination meetings between UNESCO, the Rome Centre, and ICOM.

Close and uninterrupted co-operation should be established with these organizations. In certain cases, mixed work groups could be formed to study problems common to ICOMOS and these organizations.

The object of relations with UNESCO will be to harmonize the programmes of the two organizations. The Council will be able to contribute to the accomplishment of UNESCO's objectives by furnishing it juridical and technical help and by allowing it to consult its qualified experts. Contracts can be entered into with UNESCO for the study of particular problems.

The Reporter emphasized that, in preparing this programme, the Commission had been guided by the solicitude of planning ambitiously and of helping the future expansion of the Council, while at the same time



the contemplation of the present situation called for prudence.

The programme and the budget were passed. Mr. Lorentz charged the Executive Committee, which was going to be elected a few moments later, to watch over the carrying-out of the programme.

#### 4. Commission for candidatures.

After having heard the report of Lord Euston, Chairman of the Commission, the Assembly proceeded to the election :

of the President of ICOMOS : Mr. Piero Gazzola (Italy), 114 votes;

of the three Vice-Presidents : Mr. M. Almagro (Spain), Mr. R. Garvey (U.S.A.), Mr. V. Ivanov (U.S.S.R.), 117 votes;

of the Secretary General : Mr. R. Lemaire (Belgium), 116 votes;

of the Treasurer : Mr. M. Berry (France), 117 votes;

of the Chairman of the Advisory Committee : Mr. S. Lorentz (Poland), unanimously;

then of the members of the Executive Committee, by 107 votes, who are the following : Mr. W. Alves de

Souza (Brazil), Mr. W. Bornheim gen. Schilling (Germany), Mr. G. Angelis d'Ossat (Italy), Mr. D. Dercsenyi (Hungary), the Earl of Euston (United Kingdom), Mr. G. Flores Marini (Mexico), Mr. W. Frödl (Austria), Mr. R. Hotke (Holland), M. B.B. Lal (India), Mr. H. Langberg (Denmark), Mr. V. Novotny (Czechoslovakia), Mr. A. Schmid (Switzerland), Mr. M. Sekino (Japan), Mr. I. Zdravkovic (Yugoslavia).

The Assembly decided to reserve its choice of the host country for the second General Assembly which will be held in 1968.

Mr. Lorentz closed the proceeding of the General Assembly. He emphasized their importance because of the enthusiasm and high qualifications of the participants.

Mr. Gazzola, who had just been elected President of the International Council of Monuments and Sites, said that he was touched by the confidence that had been placed in him. He drew the attention of the Assembly to the urgency of the fight that has to be waged for the protection and development of sites and historic centres.

Mr. Ivanov, speaking on behalf of the entire Assembly, thanked the Polish authorities for their warm hospitality.

## RULES OF PROCEDURE OF THE GENERAL ASSEMBLY

### I. SESSIONS.

#### A. Ordinary sessions.

##### Art. 1. *Time of meeting.*

1.1. The General Conference shall meet every three years in ordinary session.

1.2. The opening date of the session shall be fixed by the Executive Board, taking into account any preference which the Assembly may have expressed previously.

##### Art. 2. *Place of meeting.*

2.1. Except in particular circumstances the ordinary and extraordinary Assembly and the meetings of the International committees of the ICOMOS will be held at the seat of the organization.

In case the General Assembly or other meetings of the international committees were held elsewhere than at the usual seat, convened by a national Committee, the host country agrees to welcome all participants, whatever may be their country of origin.

2.2. In the event of circumstances developing which in the opinion of the Executive Board render it undesirable to hold the General Assembly at the place fixed at the previous session, the Executive Board after consultation with the national committees and if a majority of them concur, may convene the meeting elsewhere.

#### B. Extraordinary sessions.

##### Art. 3. *Convocation and place of meeting.*

3.1. The General Assembly meet in extraordinary session if summoned by the President at the request of the majority of the members of the Executive Board or the third of the active members.

3.2. Extraordinary sessions shall be held at the seat of the organization unless the Executive Board finds it necessary to convene the General Assembly elsewhere.

#### C. Ordinary and extraordinary sessions.

##### Art. 4. *Prior notification of meetings.*

4.1. The President shall notify members not less than eight

months in advance, of the date and place of the ordinary session, and not less than forty days in advance of the date and place of an extraordinary session.

4.2. The Associate members, the Director-General of UNESCO, the International Council of Museums, and the Rome Centre shall be notified of any session by the President who shall invite them to send observers.

4.3. The General Assembly shall decide, upon the advice of the Executive Board, which organizations, international or national, non-governmental or semi-governmental are to be invited to send observers to the meetings. The President shall notify those organizations of the convening of the meetings of the General Assembly and invite them to send observers.

## **II. AGENDA.**

### **A. Ordinary sessions.**

#### **Art. 5. *Provisional agenda.***

5.1. The provisional agenda shall be prepared by the Executive Board on the basis of items submitted, pursuant to Art. 6, not later than 120 days before the opening of the sessions.

5.2. This agenda shall be communicated to the members, to the UNESCO, to ICOM, the Rome Centre and the other invited organisations, not less than 60 days before opening the session.

#### **Art. 6. *Content of provisional agenda.***

The provisional agenda of a session shall include :

- a) election of the President of the General Assembly, of three Vice-Presidents and the Rapporteur;
- b) report of the Executive Board on the work of ICOMOS;
- c) Financial Report of the Executive Board;
- d) items whose inclusion has been ordered by the General Assembly;
- e) items proposed by UNESCO, by the national committees or by associate members;
- f) any other item introduced by the Executive Board;
- g) items which the President considers necessary to include;
- h) election of the President of ICOMOS, three Vice-Presidents, the Secretary General, the Treasurer and 14 members of the Executive Board;
- i) election of honorary members;
- j) choice of the seat of ICOMOS;
- k) determination of the amount of the contribution;
- l) general policy of ICOMOS for the coming years;
- m) approval of the budget for the following three years;
- n) review of conservation and restoration problems justifying the attention and discussion of the General Assembly.

#### **Art. 7. *Supplementary items.***

Any items of an urgent and important character introduced after the term of 60 days shall be submitted to the Bureau who, as far as possible, shall present these items in the form of a supplementary list to the General Assembly.

#### **Art. 8. *Preparation of revised agenda.***

The Bureau shall prepare, on the basis of the provisional agenda and supplementary list, the revised agenda which shall be submitted to the Executive Board for approval.

#### **Art. 9. *Approval of agenda.***

The General Assembly, as soon as possible after the opening of the session, shall adopt this revised agenda.

#### **Art. 10. *Amendments, deletions and new items.***

10.1. During a session of the General Assembly, items may be amended or deleted from the agenda in pursuance of a decision of the General Assembly.

10.2. New items of an important and urgent character may be added to the agenda in pursuance of a decision of the General Assembly.

### **B. Extraordinary sessions.**

#### **Art. 11. *Provisional agenda.***

11.1. The provisional agenda shall be prepared by the Executive Board.

11.2. It shall be communicated to the members, to UNESCO, ICOM, the Rome Centre and the other invited or represented organizations at least 30 days before the opening of the session.

#### **Art. 12. *Content of provisional agenda.***

The provisional agenda of an extraordinary session shall consist only of items proposed by either the Executive Board, by the national committees or by the active members that have requested the convocation of the session.

#### **Art. 13. *Supplementary items***

Any national committee, the Executive Board or any active member may request the inclusion of supplementary items on the agenda up to the date fixed for the opening of the session.

#### **Art. 14. *Approval of the agenda.***

The provisional agenda and any supplementary items shall be submitted to the General Assembly for approval, as soon as possible after the opening of the extraordinary session.

## **III. DELEGATIONS AND CREDENTIALS.**

#### **Art. 15. *Composition.***

15.1. The General Assembly is made up of the active members of the ICOMOS who alone have right of vote. The associated members and the honorary members have deliberative voices.

15.2. Each active member can be represented by another active member, as per article 6.b.1. of the Statutes, providing the latter is given a signed and dated proxy, or that the President be advised thereof by registered letter at least 48 hours before the start of the General Assembly. No member can represent more than two other members.

#### **Art. 16. *Names of observers.***

The organizations invited to send observers according to art. 4.2 and 4.3 shall communicate the names of their observers to the President, one week before the opening of the General Assembly.

#### **Art. 17. *Provisional admission to a session.***

Any representative to whose admission a member or associate member has made objection shall be seated provisionally with the same rights as other representatives, until the Credentials Committee has reported and the General Assembly has given its decision.

## **IV. ORGANIZATION OF THE GENERAL ASSEMBLY.**

#### **Art. 18. *Ordinary session.***

At the beginning of each session the General Assembly shall elect a President, three Vice-Presidents and a Rapporteur, and establish such committees and commissions as may be required for the transaction of its business.

#### **Art. 19. *Extraordinary sessions.***

The General Assembly shall elect a President, three Vice-Presidents and a Rapporteur all from different nationality and such committees and commissions as may be required

## V. PRESIDENT AND VICE-PRESIDENTS.

### Art. 20. *Temporary President.*

At the opening of each session of the General Assembly the President of previous session or in his absence one of the Vice-Presidents, shall preside until the General Assembly has elected the President for the session.

### Art. 21. *General powers of the President.*

In addition to exercising the powers which are conferred upon him elsewhere by these articles, the President shall declare the opening and closing of each plenary meeting of the General Assembly; he shall direct the discussions, insure observance of these articles, accord the right to speak, put questions to the vote and announce decisions. He shall rule on points of order, and control the proceedings and the maintenance of order.

### Art. 22. *Acting President.*

If the President finds it necessary to be absent during a meeting or any part thereof, his place shall be taken by one of the Vice-Presidents, who shall have the same powers and responsibilities as the President.

## VI. COMMITTEES OF THE GENERAL ASSEMBLY.

### Art. 23. *Credentials Committee.*

23.1. The Credentials Committee shall consist of five members who shall be elected by the General Assembly on the proposal of the Temporary President.

23.2. It shall elect its own Rapporteur.

23.3. This committee shall examine and report to the General Assembly without delay on the credentials of the members and representatives of the invited organizations (art. 4.2 and 4.3).

### Art. 24. *General Committee of the Conference.*

24.1. The General Committee of the Assembly shall consist of the President, Vice-Presidents, Rapporteur and Chairmen of the committees and commissions of the Assembly.

24.2. The President of ICOMOS, or in his absence, one of the Vice-Presidents or the Secretary General, shall participate in meetings of the General Committee, but without the right of vote.

24.3. The President of the General Assembly shall preside at the General Committee of the Assembly. If he is unable to attend a meeting the provisions of rule 23 shall apply.

24.4. The Rapporteur, if he is unable to attend, his representative, shall serve as Secretary to the General Committee.

24.5. The General Committee shall fix the date, the hour and the order of business of plenary meetings of the General Assembly; it shall co-ordinate the work of the Assembly committees and commissions and assist the President in directing the general work of the session.

### Art. 25. *Ad hoc committees.*

The General Assembly may appoint ad hoc committees whose task shall be the preparation and examination of specific problems. These ad hoc committees shall appoint their own President and Rapporteur and shall report to the General Assembly.

## VII. SECRETARIAT.

### Art. 26. *Duties of the Secretary General.*

26.1. The Secretary General shall act in the capacity of Secretary General at all meetings of the General Assembly,

including the meetings of its Committees and Commissions. He may appoint one or more members of the Executive Board to act in his place at all such meetings.

26.2. The Secretariat of the General Assembly, hereinafter referred to as the Secretariat, is covered by the staff of Secretariat General chosen by the Secretary General and acting under his responsibility.

### Art. 27. *Statements of the Presidents of ICOMOS and the Secretary General.*

The President of ICOMOS, the Secretary General or a member of the Executive Board designated by them, may at any time, with the approval of the Chairman, make to the General Assembly or to a committee or commission, either oral or written statements concerning any question under consideration by them.

### Art. 28. *Duties of the Secretariat.*

It shall be the duty of the Secretariat, acting under the authority of the Secretary General to receive, translate and distribute documents, reports and resolutions of the General Assembly, its committees and commissions provide interpretation of speeches made at meetings and circulate minutes of the meetings, be responsible for the safe keeping of the documents in the archives of the Centre; and perform all other work which the General Assembly may require.

## VIII. LANGUAGES.

### Art. 29. *Working languages.*

English, French, Russian and Spanish are the working languages of the General Assembly.

### Art. 30. *Other languages.*

Delegates are free to speak in other than the working languages, but they must themselves provide for interpretation of their speech into one of the working languages, according to choice; the Secretariat shall provide interpretation into the other working languages.

## IX. RECORDS.

### Art. 31. *Minutes.*

31.1. Minutes shall be taken of all plenary meetings of the General Assembly.

31.2. In order to assure the correctness of the records of meetings and to facilitate the task of the Secretariat delegates are requested to send a summary of their statements to the offices of the Secretariat.

### Art. 32. *Distribution of minutes.*

32.1. The minutes provided for in the preceding rule shall be circulated to members and to bodies represented by observers as soon as possible after the close of the session to enable them to send in their correction to their interventions to the Secretariat within 30 days after receipt.

32.2. After the period of 30 days provided for in paragraph 1 of this article the Secretariat will proceed to compile a definite text of the minutes.

### Art. 33. *Minutes of private meetings.*

In cases where meetings are held in private, the minutes in French, English, Russian and Spanish are to be incorporated in the archives of ICOMOS and not made public unless their publication has been specifically authorised by the parties concerned.

### Art. 34. *Circulation of resolutions.*

Resolutions adopted by the Conference shall be circulated by the President of ICOMOS to the members, to UNESCO and

to the represented organizations within 60 days after the close of the session.

## **X. PUBLICITY OF MEETINGS.**

### **Art. 35. Public meetings.**

The meetings of the General Assembly and of its committees, commissions and subsidiary bodies shall be held in public except where otherwise provided in these rules, or unless the body concerned decides otherwise.

### **Art. 36. Private meetings.**

36.1. When it is decided, in exceptional circumstances, to hold a private meeting, all persons shall be excluded except the members entitled to vote and the necessary members of the Secretariat. The President may authorize the presence of observers at a meeting.

36.2. Any decision taken at a private meeting of the General Assembly, its committees, commissions or subsidiary bodies shall be announced at an early public meeting.

## **XI. RIGHT TO SPEAK.**

### **Art. 37. Council.**

The President of ICOMOS or another member of the Executive Board designated as his spokesman, may be invited by the Chairman of a committee to make a statement on behalf of the Executive Board at any meeting when a matter affecting the responsibilities of the Executive Board is under consideration.

### **Art. 38. Observers.**

Observers provided under articles 4.2 and 4.3 may take oral or written statements in plenary meetings of the General Assembly and in meetings of committees and commissions with the consent of the party concerned.

## **XII. CONDUCT OF BUSINESS.**

### **Art. 39. Quorum.**

39.1. At plenary meetings of the General Assembly the quorum shall be formed by the majority of the present or represented members attending the session.

39.2. At meetings of committees and commissions of the General Assembly the quorum shall be formed by the majority of the members of that body.

### **Art. 40. Order of speeches.**

40.1. The President shall call upon speakers in the order in which they signify their wish to speak.

40.2. The President or the Rapporteur of a committee or commission may be accorded precedence for the purpose of submitting or upholding the report of the committee, or commission.

### **Art. 41. Closing of list of speeches.**

41.1. During the course of a debate, the President may announce the list of speakers and, with the consent of the General Assembly, declare the list closed.

41.2. He may however, accord the right of reply to any member if a speech delivered after he has declared the list closed makes this desirable.

### **Art. 42. Points of order.**

42.1. In the course of a debate, any member may raise a point of order, and such a point of order shall be immediately decided by the President.

42.2. An appeal may be made against the ruling of the President. It shall be put to vote immediately, and the President's ruling shall stand unless overruled by the majority of the members present and voting.

42.3. A time-limit on speeches may be proposed by the President or may be raised as a point of order by any member of the Assembly.

### **Art. 43. Order of procedural motions.**

Subject to art. 42 the following motions shall have precedence in the following order over all other proposal or motions before the meeting.

- a) To suspend the meeting.
- b) To adjourn the meeting.
- c) To adjourn the debate on the item under discussion.
- d) For the closure of the debate on the item under discussion.

### **Art. 44. Amendments to the draft programme.**

44.1. Draft resolutions and amendments shall be transmitted in writing to the Secretary General who shall circulate copies to delegations. Proposals for the adoption by the General Assembly of amendments to the draft programme shall, whenever they involve the undertaking of new activities or a substantial increase in budgetary expenditure, be submitted in writing and shall reach the Secretary General before the end of the second day of the session.

44.2. As a general rule, no draft resolution may be discussed or put to the vote unless copies of it have been circulated to all delegations not later than the day preceding the meeting.

44.3. Notwithstanding the provisions of the foregoing paragraph, the President may permit the discussion and examination of amendments to substantive motions, without previous circulation of copies.

44.4. When, in the judgment of the President of ICOMOS, any resolution or amendment involves an important new undertaking or affects the budget estimates, he may request that the Executive Board be given an opportunity to communicate its views on the matter. On such a request being made, the discussion of the matter shall be postponed for such time, not exceeding 24 hours, as the President of ICOMOS may require for this purpose.

## **XIII. VOTING.**

### **Art. 45. Voting rights.**

Each active member present has the right to vote at the General Assembly. Any member who validly represents another member as per art. 15, 2 can vote in his name. The associate members, the honorary members and the observers have no right to vote.

### **Art. 46. Simple majority.**

Decisions of the General Assembly shall be taken by a simple majority of the members present or represented.

### **Art. 47. Voting on amendments to the Statutes.**

Amendments to the Statutes shall be adopted by a two-thirds majority of the members present or represented and voting.

### **Art. 48. Vote.**

Normal voting shall be by a show of hands or by standing. Vote by roll-call or by secret ballot shall be taken in the cases provided under articles 51 and 54.

### **Art. 49. Roll-call.**

49.1. When the result of a vote by show of hands or by standing is in doubt, the President may take a second vote, by roll-call.

49.2. Vote by roll-call shall be taken if it is requested by not less than two members. The request shall be made to the President before voting takes place, or immediately after a vote by show of hands or by standing.

49.3. When a vote is taken by roll-call, the vote of each member participating shall be inserted in verbatim record of the meeting.

**Art. 50. *Separate vote.***

Parts of a proposal shall be voted on separately, if a member requests that the proposal be divided. The resulting proposal shall then be put to a final vote in its entirety.

**Art. 51. *Voting on amendments.***

51.1. When an amendment to a proposal is moved, the amendment shall be voted on first.

51.2. When two or more amendments to a proposal are moved, the General Assembly shall first vote on the amendment deemed by the President to be furthest removed in substance from the original proposal and then on the amendment next furthest removed therefrom, and so on, until all the amendments have been put to the vote.

51.3. If one or more amendments are adopted, the amended proposal shall then be voted upon.

51.4. A motion is considered an amendment to a proposal if it merely adds to, deletes from or revises part of that proposal.

**Art. 52. *Secret ballot.***

52.1. The election of the President of ICOMOS and the members of the Executive Board shall be by secret ballot, as set forth in article 57.

52.2. All other elections and decisions relating to individuals shall be voted on by secret ballot whenever five or more members shall so request or if the President so decides.

52.3. Vote by secret ballot shall be taken if so requested by the General Assembly or a committee.

**Art. 53. *Election of a single person.***

53.1. When a single elective place is to be filled, the candidate shall obtain in the first ballot the absolute majority of votes.

53.2. If no candidate obtains in first ballot the majority required, additional ballot shall be taken and the candidate obtaining the largest number of votes shall be elected.

53.3. If in the second ballot the votes are equally divided, the President shall decide between the candidates by drawing lots.

**Art. 54. *Equally divided votes.***

If a vote is equally divided, in voting not concerned with elections, a second vote shall be taken in the course of a subsequent meeting. This meeting shall be held within 48 hours after the first vote, and the taking of the second vote shall appear on its agenda. Unless at this meeting there is a majority in favour of the proposal, it shall be considered as lost.

**XIV. ELECTIONS OF MEMBERS OF THE COUNCIL.**

**Art. 55. *Elections.***

55.1. At each of its ordinary sessions, the General Assembly shall elect by secret ballot 14 members of the Executive Board amongst a list of 60 names, presented by the Advising Board.

55.2. Nominations should be in the hands of the Secretary General at least seven days before the opening of the session together with a short notice concerning their scientific and administrative qualifications. Members may nominate other candidates up till the first day of the General Assembly.

55.3. The prior assent of candidates for nomination must be obtained before presenting them for election to the Executive Board.

55.4. The General Assembly can appoint an ad hoc committee for the consideration of qualifications and the preparation of elections.

**Art. 56. *Term of office.***

The term of office of each member of the Executive Board elected by the General Assembly begins at the close of the session at which he is elected and shall end when new elections are held by the General Assembly. The retiring members shall be twice eligible for immediate re-election.

**XV. AMENDMENTS.**

**Art. 57. *Amendments.***

Save in so far as the above articles reproduce the dispositions of the Statutes, the General Assembly is empowered to modify these articles of Procedure, provided approval is given by a two-thirds majority of the members present or represented and voting.



# RULES OF PROCEDURE OF THE EXECUTIVE COMMITTEE, ADOPTED IN PARIS THE 22nd FEBRUARY 1966

## Art. 1. *Ordinary sessions.*

In accordance with article 10, *d*, of the statutes, the Executive Committee shall meet once a year in ordinary session, at the request of the President.

In the year of a General Assembly, the Executive Committee shall meet before and after this Assembly.

## Art. 2. *Extraordinary sessions.*

The Executive Committee shall meet in extraordinary session at the invitation of the President or at the request of one-third of its members. This request shall be made by registered letter, sent to the President.

## Art. 3. *Place of the meeting.*

Except in special circumstances, the Executive Committee shall meet at the Head-quarters of the Organization.

Should the Executive Committee be invited by a National Committee to meet in a place other than its usual seat, the host country shall undertake to accept all participants, whatever their country of origin.

## Art. 4. *Convocation.*

a) The President shall notify members at least three months in advance of the date and place of an ordinary session, and at least thirty days in advance of date and place of an extraordinary session.

b) The President shall inform the Director General of UNESCO, the President of the International Council of Museums and the Director of the Rome Centre of that convocation, and shall invite them to the session.

## Art. 5. *Agenda.*

a) The agenda of the meetings shall be communicated to the members at least thirty days in advance for an ordinary session, and at least fifteen days in advance for an extraordinary session.

b) The agenda shall be prepared by the President in agreement with the Secretary General.

c) The agenda shall be submitted to the Committee for approval, at the opening of the session. Certain points on the agenda may be modified or withdrawn on a decision from the Committee. Other important and urgent matters may be included in the agenda on a decision from the Committee.

## Art. 6. *Composition.*

In accordance with article 10, *b* of the statutes, the Executive Committee shall be composed of 26 members, part elected by the General Assembly, part co-opted, all in activity, representing the different regions of the world, namely :

the President of ICOMOS;

the 3 Vice-Presidents;

the Chairman of the Advisory Committee;

the Secretary General;

the Treasurer;

the 14 members elected by the General Assembly;

the 5 co-opted active members.

No country shall be represented by more than one member within the Executive Committee, with the exception of the President.

## Art. 7. *Delegation of authority.*

Any member unable to attend a session of the Executive Committee may be represented by another member of this Committee, on condition that this designation be made by a written, signed and dated proxy. No member may represent more than two other members.

## Art. 8. *Voting.*

Valid decisions shall be taken by a simple majority of the members present or represented. In the case of parity, the President shall have the casting vote.

Vote by secret ballot may be taken, should the Committee so decide. The designation of the co-opted members is made by secret ballot.

## Art. 9. *Bureau.*

a) The Bureau of the Executive Committee shall consist of the President of ICOMOS, the Secretary General, the Treasurer and three members of the Committee elected by secret ballot.

b) The Bureau shall meet, at the invitation of the President, whenever so required by the programme.

c) The Bureau is qualified to adopt administrative rulings to improve the execution of its work; within the limits of the statutes and of this rules of procedure.



# RULES FOR THE ADVISORY COMMITTEE ADOPTED IN PARIS

## THE 16th NOVEMBER 1966

### Art. 1. *Ordinary sessions.*

In accordance with article 12, *b* of the statutes, the Advisory Committee shall be convened in ordinary session by the Chairman at least once a year. The place and date shall be chosen by the Executive Committee.

Ordinary sessions of the Committee held in the same year as the General Assembly shall be held at the same time and in the same place as the Assembly.

### Art. 2. *Extraordinary sessions.*

The Advisory Committee shall meet in extraordinary session in conjunction with the extraordinary sessions of the Executive Committee.

### Art. 3. *Place of the meeting.*

The Advisory Committee shall meet in a place chosen by the Executive Committee. Should the Advisory Committee be invited by a National Committee to meet in a place other than the usual seat, the host country shall undertake to welcome the participants whatever their country of origin.

### Art. 4. *Convocation.*

a) The Chairman shall notify the members of the Advisory Committee of the date and place of an ordinary session, at least three months in advance, and at least thirty days in advance of the date and place of an extraordinary session.

b) The Chairman shall inform the Director General of UNESCO, the President of the International Council of Museum and the Director of the Rome Centre, of the convocation and shall invite them to send observers.

### Art. 5. *Agenda.*

a) The agenda of the meetings shall be communicated to the members at least thirty days in advance for an ordinary session and fifteen days in advance for an extraordinary session.

b) The agenda shall be prepared by the Chairman of the Advisory Committee in agreement with the President of ICOMOS and the Secretary General.

c) The agenda shall be submitted for approval by the Committee at the opening session. Certain points on the agenda may be modified or withdrawn by decision of the Committee. Other important and urgent matters may be included in the agenda by decision of the Committee.

### Art. 6. *Composition.*

In accordance with article 12, *b* of the statutes, the Advisory Committee shall be composed of :

- President of ICOMOS;
- Chairmen of the National Committees;
- Chairmen of the Specialized International Committees.

The Advisory Committee shall elect its Chairman at the first session held in conjunction with the General Assembly. The Chairman shall be elected for a period of three years and is twice eligible for re-election. The Secretary General shall attend the meetings of the Advisory Committee in an advisory capacity.

### Art. 7. *Delegation of powers.*

Any member of the Advisory Committee who is unable to attend a session may be represented by someone else :

- the Chairman of a National Committee by a member of the National Committee of his country;
- the Chairman of an International Committee by a member of his International Committee.

Designation shall be made by written, signed and dated proxy, to be sent to the Chairman at least fifteen days before the session.

### Art. 8. *Voting.*

Valid decisions shall be taken by a simple majority of the members present or validly represented. In the case of parity, the Chairman shall have the casting vote.

Voting shall be by secret ballot should the Committee so decide. Election of the Chairman shall be by secret ballot.