

STATUTES OF THE INTERNATIONAL UNION OF LEATHER TECHNOLOGISTS AND CHEMISTS SOCIETIES

IULTCS Statutes adopted on 23 June 2007 at the IULTCS Congress in Washington DC, USA.

Article 1: Preamble.

The International Union of Leather Technologists and Chemists Societies is founded for the purpose of encouraging the technology, chemistry and science of leather on a worldwide basis and arranging meetings for the national leather technologists and chemists associations of the world.

Article 2: Style and Title.

The name of the organization is “The International Union of Leather Technologists and Chemists Societies”, which is herein after referred to as the Union and abbreviated IULTCS. All adherents to the Union are hereinafter referred to as Member Societies, Associate members and Supporting members.

Article 3: Aims and Objects.

The aims of the Union are:

To establish and maintain regular contact and effective co-operation between Member Societies, Associate members and Supporting members and any other national and international bodies which are relevant to the leather industry.

To hold and organise Congresses, conferences, meetings and the like.

To form International Commissions and Study Groups (IU Commissions and IU Study Groups):

- For the study of common and special problems relating to the technology and science of leather
- For the development of international methods (IU methods) for sampling and testing of leathers and of materials used in the leather industry and for the control of leather manufacture
- To approve IU methods recommended by the IU Commissions
- To promote the correct use of these IU methods and support the adoption of them as ISO and country Standards.

Article 4: Structure of the Union.

The Union shall function through:

The Council of Delegates consisting of:

- The current President of each Member Society
- Delegates nominated by each Member Society, Delegates of the Associate members and Delegates of the Supporting members. (Associate and Supporting members do not have the right to vote on the Council of Delegates).

The Executive Committee consisting of:

Four Officers:

- The President
- Vice-President
- Executive Secretary/Treasurer
- The immediate past President.

Regional Representatives:

- The number of Regional Representatives will be purposely limited to a manageable size.

IU Chairpersons:

- The number of IU Chairpersons is normally 6.

IULTCS Congress Representatives:

- One each from the IULTCS Congress host countries for the next two Congresses, for a term of the four years prior to the Congress. This person may be one of the Regional Representatives. The host Congress Representatives shall have voting rights.

Affiliated Congress Representatives:

- One each from the host countries of any Regional Congress, organised under the auspices of the IULTCS, for a term of up to four years prior to the Regional Congress. This person may be one of the Regional Representatives. The host Regional Congress Representatives shall have voting rights.

Article 5: Language of the Union.

The official language of the Union is English.

Article 6: Offices of the Union.

The offices of the Union shall normally be in the country in which the Executive Secretary resides, but can be transferred elsewhere by a majority decision of the Executive Committee. Any change of the offices of the Union must be reported directly to each Member Society.

Article 7: Council of Delegates.

A Member Society is represented on the Council of Delegates by its President and a designated number of nominated delegates. Each Member Society shall nominate to the Council one delegate per 100 of its Full Members or part 100 thereof over 50. A Member Society having less than 50 Full Members shall be represented by its President or one appointed delegate and no Member Society shall have more than 8 nominated Delegates. Nominated Delegates must be full members of their respective Societies; they will be nominated according to the custom of the Member Society for such a period as it deems fit.

Associate members and Supporting members may be represented in the Council of Delegates by their President or by one appointed delegate. The Associate members and the Supporting members are members for purpose of attendance at Council of Delegate meetings but do not have the right to vote at these meetings.

Decisions can only be taken during official meetings, convened by the President of the Union or his legal representative, attended in person by at least one third of the total number of Delegates entitled to vote. Voting shall proceed according to the detailed procedure given in Article 7 of the Internal Regulations of the Union.

Decisions concerning the approval by the Council of Delegates of IU test methods can be taken between Council of Delegates meetings by a 3 month postal or electronic voting procedure. The Secretary is responsible for coordinating this Council of Delegates voting procedure.

**Article 8:
Regional Groups of Member Societies and Associate members.**

To promote effective operation of the Union the Executive Committee may request a number of Member Societies and Associate members to form a regional group. Starting point of the formation of a group is the mutual agreement of Member Societies and Associate members directly involved in this regional group formation.

The number of Regional Representatives will be purposely limited to a manageable size. Grouping of regions will be suggested by the Executive Committee upon consultation with the regions, but the final decision on groupings will be made by the Executive Committee.

Regional group formation will be further based on geographical proximity, language similarity or other relevant considerations and shall be made so it allows worldwide representation in Regions. The activities for the Region shall be coordinated by the Regional Representative, who is the person representing the Regional group on the Executive Committee. The Regional Representative is nominated by that Regional group of Member Societies, Associated members and Supporting members and approved by the Executive Committee and reported to the Council of Delegates.

The Regional Representative will be a full voting member of the Executive Committee and will be responsible for communicating Executive Committee information to the Regional group members and informing the Executive Committee about activities in the Region.

**Article 9:
Executive Committee.**

The Executive Committee shall conduct the business of the Union on behalf of the Council of Delegates. In the event of a Union Congress not taking place the Executive Committee shall remain in office until such time as the deferred Congress is held and the new Executive Committee is duly elected. All Officers and members of the Executive Committee shall serve in an honorary capacity.

When the President is incapacitated, the Vice-President (or, in case he is incapacitated, the Past President) shall assume these duties for the necessary period of time. In exceptional situations where the President and Vice-President are incapacitated the Executive Committee has the authority to appoint an interim President.

**Article 10:
Election of the Executive Committee.**

The Executive Committee shall elect the Vice-President and Secretary/Treasurer by a simple majority vote according to the detailed rules given in Article 7 of the Internal Regulations of the Union. The Council of Delegates must approve the election of the officers.

The mandate for the Vice-President shall be four years, serving for two years as Vice-President and automatically succeeding to President for the following two years. The last retiring president will automatically hold the office of Immediate Past President until such time as the President retires. The mandate for the Executive Secretary/Treasurer shall be four years.

Each region elects a Regional Representative to be a member of the Executive Committee for a term of four years. The election of members shall be staggered so that half of the members shall be due for election every two years. The Executive Secretary/Treasurer and all Regional Representatives are eligible for re-election at the end of their terms. An Associate member can be elected to the Executive Committee as a Regional Representative but may not become an officer.

If any member of the Executive Committee is for any reason not able to fulfil their duties the Executive Committee has the authority to request their substitution and to make interim appointments until the next Council of Delegates meeting. In the case of Regional Representatives who are not attending meetings or providing reports and not acting as regional communicators, the Executive Committee can request the Region to nominate a new Representative.

Individual Regional Representatives or officers of the IULTCS are required to report to the Executive any potential conflicts of interest between their responsibilities towards the IULTCS, as defined in the aims and objectives of the Society, and any other official duties or positions held in any other organizations or affiliations. Upon disclosure or discovery, the IULTCS Executive may request replacement of the officer or Regional Representative.

Article 11: Meetings of the Executive Committee.

The Executive Committee shall meet at least biennially either in person or via electronic means and shall be convened by the President of the Union and coordinated by the Secretary.

Article 12: Membership of the Union.

Membership of the Union is in principle available to any Society, association or section thereof covering one or more nationalities and being the official and unique representative of the leather chemists and technologists of each nationality involved. Individuals are not admitted. Member Societies have the right to vote at the Council of Delegates meetings during a Congress or by e-mail on IU methods for approval.

An Associate membership is available for organisations that are not societies of leather chemists and technologists but that have an interest in leather and or leather technology. This type of membership is only available in countries that do not already have a regular member. The Associate member is a member for purposes of attendance at congresses and for membership on commissions but they do not have voting rights on the Council of Delegates or for approval of IU Methods. Individuals may not be Associate members.

Application for membership must be made by registered post, fax or e-mail to the Secretary of the Union, accompanied by a copy of the applicant's statutes and list of members.

The applicant must undertake to abide by the Statutes of the Union. After examining the application, the Executive Committee will submit a recommendation to the Council of Delegates. An applicant will not be admitted unless its admission is approved by vote of a two-thirds majority of the Council of Delegates. No reason for rejection of an application need be given.

The membership of a new Member Society or Associate member shall commence immediately after complying with the application formalities and payment of the subscription fees. At the next Council of Delegates the new members will be formally welcomed.

A Supporting Member may be a company or organisation that wishes to act as a “Sponsor” giving full support to the IULTCS whilst not in itself representing the interests of any particular group which is already covered by Members and Associate members. Examples of Supporting members may be large tanneries or chemical companies. The Executive Committee will approve Supporting Members. This status will cease with the end of the sponsorship.

**Article 13:
Subscription fee.**

Each Member Society and Associate member shall pay annually to the Union a subscription fee based on the financial needs of the Union and the number of members of the Member Society. The subscription fee shall be fixed by the Council of Delegates on the recommendation of the Executive Committee.

If the membership of a Member Society exceeds 800 it shall pay a subscription fee based on 800 members. If the number of members is less than 100 the fee will be based on 100 members.

Associate Members pay a fixed fee established by the Executive Committee and approved by the Council of Delegates.

Member Societies whose dues are not paid by the due payment date of the invoice shall temporarily lose all voting rights, including the Council of Delegates, Executive Committee or at any IU Commission meetings. Voting rights will be reinstated upon receipt of all outstanding fees.

**Article 14:
Autonomy of Member Societies and Associate Member.**

Each Member Society and Associate member of the Union shall retain its autonomy and be managed by its members under its own rules or by-laws.

**Article 15:
Resignation of Member Societies and Associate members.**

A Member Society ceases to be a member:

- By resignation tendered by the Member Society to the Secretary of the Union by registered post, fax or e-mail before the next Council of Delegates, in the year in which the resignation has to become effective, provided any arrears of subscription are paid before resigning.
- By expulsion on a majority vote of two-third of the Council of Delegates for non-observance of the Statutes. In such cases the Member Society shall have, through its President or Delegates, the right to appeal to the Council of Delegates of the following Congress.
- By non-payment of the subscription fee for more than four years.

An Associate member ceases to be a member:

- By resignation tendered by the Associate member to the Secretary of the Union by registered post, fax or e-mail before the next Council of Delegates, in the year in which the resignation has to become effective, provided any arrears of subscription are paid before resigning.
- By expulsion on a majority vote of two-third of the Council of Delegates for non-observance of the Statutes. In such cases the Associate member shall have, through its President or Delegates, the right to appeal to the Council of Delegates of the following Congress.
- By non-payment of the subscription fee for more than two years.
- By the creation of a Society of Leather Chemists and Technologists in the country where the Associate member is based that is accepted by the IULTCS after complying with the registration requirements.

Article 16: Publications.

Each Member Society and Associate Member:

- Undertakes to supply, free of charge, one copy of its official journal to each Member Society, Associate member and Supporting member and one copy to the Secretary of the Union. When possible its journal will also be supplied to those members of other Member Societies, Associate members and Supporting members who may request it, at a cost not exceeding that charged to own members plus postage.
- May publish in its own journal extracts or complete translations of original matter appearing in the journals of Member Societies, Associate members and Supporting members on condition that the origin and full reference is clearly stated and the publishers agreement obtained. Such agreement should not unreasonably be withheld.
- May publish in its own journal, reports and articles that have appeared in the official publication (if any) of a Union Congress or Regional Conference after the Society of the country of origin has had an opportunity to publish in their own journal.
- Each Member Society and Associate member should insist that in any publication using analysis or test methods, then the IULTCS Official Methods have to be used whenever they exist. Reference may also be made to the equivalent ISO or EN test methods.

Article 17: Union Congresses.

The Union shall hold a Congress every two years at a place and time fixed by the Executive Committee. The main activities of the Congress shall be the presentation and discussion of scientific and technical developments either by reading, “round table” panels or visual display sessions.

Administrative matters of the Union shall be discussed and decided at meetings of the Council of Delegates.

The general organisation of a Union Congress shall rest with the Member Society of the country in which it is being held, in close liaison with the Executive Committee. The Host Society shall follow the Congress Guidelines and make detailed arrangements so as to keep the fees at a reasonable level to cover all expenses of the Congress and the prescribed premium for the Union.

The official language of a Union Congress is English, but one additional language may be used for the delivery of presentations, simultaneous translations and the Congress literature. The second language may be the mother tongue of the Society. The choice of any additional languages and the agenda of the Congress must be approved by the Officers of the Executive Committee. Every member of a Member Society shall be invited (through its own Secretary) to attend the Congress, the Secretaries being informed at least one year in advance. National or regional Conferences may be organised under the auspices of the Union but may not coincide with the Union Congress.

IULTCS Flag, IULTCS Anthem and IULTCS Logo

A flag ceremony, accompanied by the adopted IULTCS anthem, should take place at the opening and closing ceremonies of the IULTCS Congress.

The President of the IULTCS should introduce the IULTCS flag at the opening ceremony of the Congress and handed it over to the President of the host Association. The flag should be placed on the podium for the duration of the Congress and, if possible, the larger version should be flown from the roof of the Congress centre.

At the closing ceremony the President of the host Association should hand the IULTCS flags over to the President of the host Association for the next IULTCS Congress.

During both the opening and closing ceremony the anthem of the IULTCS, the "Air" from Suite No 1 of Handel's Water Music in F Major, should be played.

Full details of the IULTCS Logo, IULTCS Flag and IULTCS Anthem are listed in Article 22 of the IULTCS Internal Regulations.

Article 18: IU Commissions & Study Groups.

The Executive Committee shall, with the approval of the Council of Delegates, establish and disband IU Commissions and IU Study Groups to investigate such questions as it may deem to be consistent with the aims of Article 3 of the Union Statutes.

Each Commission and Study Group will work under its own chairman; the chairman of a newly established IU Commission or Study Group shall be nominated by the Executive Committee for a period of four years. For an existing IU Commission or Study Group the chairman is nominated by the Commission or Study Group and approved by the Executive Committee for a period of four years. Commission and Study Group chairmen can be re-elected for a further four years, but, after that period, if possible, a new chairman should be elected.

The chairman shall report the work and recommendations of his Commission or Study Group to the Executive Committee annually and to the Council of Delegates biennially. The official language for reports, programmes and proceedings of the IU Commissions and Study Groups and the published international methods is English.

**Article 19:
Financial Period.**

The financial period of the Union shall last two years and shall commence on January 1st of each odd annual date.

**Article 20:
Income.**

The income of the Union shall consist of:

- Subscription fees contributed by the Member Societies and Associate members and sponsorship from Supporting members
- Approved gifts and bequests
- Earnings from publications, advertising fees and other services
- Premiums from Congresses

**Article 21:
Expenditure.**

The expenses of the Union shall consist of:

- Administration costs
- Cost of printing reports, year books, etc.
- Authorised traveling expenses
- Such other expenses as the Executive Committee shall authorise in furtherance of the aims and objects described in Article 3 of the Union Statutes.

**Article 22:
Deposits and withdrawals.**

The assets of the Union shall be deposited in a bank in one or more accounts in the name of the Union.

Payments may be issued by the Treasurer but only after approval has been obtained by correspondence with the President.

No disbursements shall be made without the sanction of the President, or Vice-President in his absence, except for the usual routine expenses of conducting the affairs of the Union. For extraordinary expenses to meet unusual situations any disbursements of funds must be with the approval of the Executive Committee.

**Article 23:
Auditing of Accounts.**

The accounts of the Union shall be audited biennially according to the legal requirements of the country in which the Treasurer resides. The Executive Committee shall approve the appointment of auditors. The Treasurer's biennial report, after submission to the Executive Committee, shall be submitted for approval to the Council of Delegates at the first available opportunity.

**Article 24:
Statutes and Internal Regulations.**

All Union activities are governed by the Statutes and the Internal Regulations of the Union.

Alteration to the existing Statutes can only be made by the Council of Delegates and requires adoption of a majority vote of two-thirds of the Council of Delegates. Not less than three months notice must be given to Member Societies of the proposed changes.

Internal Regulations of the Union comprise detailed information of the interaction between, and the functioning of, the different bodies within the Union. Alterations of the Internal Regulations can be made by the Executive Committee; such alterations must be reported at the first subsequent meeting of the Council of Delegates.

**Article 25:
Dissolution.**

Six months notice have to be given to the Member Societies of the proposed dissolution. The Union can be dissolved by the Council of Delegates by a two-thirds majority vote of the Council of Delegates. In the event of dissolution, assets shall be divided between the Member Societies at the time of dissolution, in proportion to the contributions paid by each Member Society during the previous three years.