

By-laws for PRERICO

(The ICOMOS International Scientific Committee on Places of Religion and Ritual)

By-law

1 - Establishment

The International Scientific Committee on Places of Religion and Ritual (hereinafter referred to as PRERICO) is established in accordance with the ICOMOS Statutes adopted at the 18th General Assembly in Florence, in November 2014, the Ethical Principles adopted in Florence, November 2014, the Rules and Procedures adopted pursuant thereto, the Eger Xi'an Principles 2006, the Malta Guidelines for ISC's 2009 and the Dubrovnik Valetta Principles 2010 . The by-laws are to be consistent in their definitions, aims activities and actions with those of ICOMOS as expressed in Articles 3 and 4 of the ICOMOS Statutes.

2 - Aims

The ICOMOS International Scientific Committee on Places of Religion and Ritual (PRERICO) promotes the understanding, protection, conservation and management of places in their tangible and intangible aspects, which are valued as heritage for their present, past and future roles in religious and ritual contexts.

3 - Activities

To accomplish these aims PRERICO shall prepare a Triennial Work Plan to coincide with each General Assembly of ICOMOS so that it may pursue the following activities together with the Agreed Priorities of ICOMOS and the Scientific Council:

- Research the diverse heritage of structures, sites, landscapes and other places of religious or sacred significance, associations or activities, including rituals, crafts and other forms of intangible cultural heritage;
- promote the protection, conservation and safeguarding of these sites and structures taking into account their intangible associations and meanings for present and future generations;
- foster awareness-raising, appreciation and interpretation of places of religion and ritual;
- encourage mutual knowledge and understanding, respect and tolerance; in this context promote places of religion and ritual as platforms of learning and reflection as well a valuable resource for dialogue and community participation;
- support capacity-building activities concerning the conservation of places of religion and ritual in particular in relation to World Heritage issues;
- foster the gathering and sharing of diverse professional experience and knowledge and develop guidance for ICOMOS on the identification, conservation, use and enhancement

of places of religion and ritual, taking into account cultural diversity and sensitivities and cooperate with other ICOMOS Scientific and National Committees

addresses the needs of new and junior members and young professionals in developing their specialisation and competence in the conservation of places of religion and ritual

4 - Membership

PRERICO shall be composed of Expert, Associate, Institutional and Honorary members reflecting, in its membership and Bureau, regional and cultural diversity in the available expertise in the field of conservation of places of religion and ritual:

4.1. Members as follows;

(1) Expert Members

a) ICOMOS Members experienced and engaged in the areas relevant to the objectives of PRERICO may apply for Expert Membership, either upon personal application or by proposal of the National Committee to which they belong;

b) Expert Members shall be accepted based on their individual profile, in particular their knowledge and / or associations with places of religion and ritual; All Expert Members must be members of ICOMOS and may remain members so long as they are ICOMOS members and meet the International Scientific Committee (ISC) criteria for participation.

Expert Members have the right to participate in any aspect of the work of PRERICO.

Voting at elections of PRERICO's Bureau or concerning amending its By-Laws will be done by Expert Members designated by the National Committee and will be restricted to one per State.

c) In the event that the ISC considers a designated member to be unsatisfactory, it can bring an appeal before the Scientific Council which will make a recommendation to the Board of ICOMOS concerning that designation.

d) All other issues and decisions shall be voted on by all Expert Members, without limitation.

(2) Associate Members

a) ICOMOS Members interested to gain knowledge and build up expertise in areas relevant to the objectives of the Committee may apply for associate membership, either upon personal application or proposal by the National Committee to which they belong;

b) Associate Members shall be accepted in unlimited number. They are conditionally accepted for a period of three years, after which time their contribution to the Committee will be evaluated using a transparent and well-understood methodology to assess their contributions to the Committee. The Associate Membership shall then be:

- Extended for another similar period of time, with a maximum of three such triennial extensions, or
- Upgraded to Expert Member, or
- Rejected on the basis of no participation or unsatisfactory performance;

c) The Committee will strive to incorporate Associate Members in its work;

d) Associate Members are accorded no voting rights.

e) When appropriate an ISC may ask a National Committee to designate one or more Associate Members to help build up the particular expertise in countries where such a need exists.

(3) Non ICOMOS Members

a) At the request of the majority of voting members of the ISC, non-ICOMOS Members who can make a significant contribution may be invited to participate in committee meetings and activities and will be encouraged to apply for ICOMOS Membership. Non-Icomos Members are accorded no voting rights;

(4) Institutional Members:

When in the interests of ICOMOS and of PRERICO, and at PRERICO's discretion, the optional category of Institutional Membership may be established

a) The Expert Members of PRERICO may opt to invite an Institution to become an Institutional Member of the Committee for one triennium, and the membership may be renewed indefinitely for additional three year periods.

b) An Institutional member may designate from its staff one person with the required qualifications to be its representative and spokesperson in the Committee. The Committee may also accept this individual as an Expert Member;

c) Institutional Members are accorded no voting rights except in circumstances where the institutional representative has been accepted as an Expert Member . In those circumstances the Institutional Member shall have the same voting rights as any other Expert Member.

(4) Honorary Members

Honorary Members may be proposed for election by Expert Members of PRERICO and may participate in all activities of the Committee.

a) They need not be members of ICOMOS and are appointed in recognition of the services they have rendered to ICOMOS PRERICO and/or in recognition of outstanding achievement in the field covered by the aims and activities of the PRERICO

b) Honorary members are accorded no voting rights

c) Honorary Members may use the title: "Honorary Member, ICOMOS PRERICO";

Applications for membership must be sent to PRERICO with a copy for information to the National Committee and the International Secretariat.

In the event of an application for membership being refused by this Scientific Committee an applicant shall have a right of appeal to the ICOMOS Board

4.2. The Bureau;

(1) Shall be elected by the Expert Members with voting rights and shall comprise a President, two Vice Presidents, a Secretary, and a Treasurer. Only expert members can be elected to the Bureau.

(2) Members of the Bureau should represent different countries and regions and different cultural approaches to religion and ritual, wherever possible.

The role and responsibilities of each Bureau member will be specified and agreed upon by the Bureau, which as a whole shall lead and guide the work of PRERICO, ensure good governance, represent PRERICO within ICOMOS and outside, while acting in the best interests of and maintaining regular contact with its membership.

(3) The term of office for the Bureau shall be three years and members shall be eligible for re-election for a maximum of two more consecutive terms.

(4) The Bureau shall be elected at the end of each three year mandate. Prior elections can be undertaken in cases of resignation.

(5) Elections shall be conducted by Expert Members with voting rights through secret ballot, at an annual meeting with provision for proxies, or by postal and electronic means. If an election is held by postal and /or electronic means, votes should be collected by an independent third party agreed upon by all candidates. If no agreement on an independent third party can be reached, the President of the Scientific Council shall be asked to collect the votes. Elections for officers shall be verifiable.

(6) If no candidates are nominated for election of a post, Expert Members with voting rights shall meet in closed session, either in presence or via electronic conferencing, to

encourage the nomination of candidates. Such meetings shall be repeated every 10 days until nominations have been declared for all offices.

5 – Functions

5.1. PRERICO shall:

- a) Provide a platform for exchange of ideas and dissemination of information on places of religion and ritual;
- b) Provide technical advice on places of religion and ritual;
- c) Approve Voting Members proposed by the Bureau;
- d) Approve and perform the Triennial Work Plan, under By-law 5.2 (g), and
- e) Form sub-committees, task forces and/or working groups whenever necessary to perform certain tasks which will enable PRERICO to fulfill its objectives.

5.2. The Bureau shall:

- a) Register Members to PRERICO
- b) Propose Voting Members to PRERICO;
- c) Convene PRERICO meetings in designated locations or via conference calls or other technologies;
- d) Implement PRERICO decisions;
- e) Prepare PRERICO's Draft Guidelines for communication, election and reporting for approval by PRERICO;
- f) Prepare an Annual Report to be submitted to PRERICO Members and to the Scientific Council of ICOMOS for their consideration and approval;
- g) Prepare a Triennial Work Plan including aims and objectives, a programme of activities and a budget which shall be accompanied by a financial plan and a funding strategy;
- h) Whenever necessary, and subject to approval by PRERICO, appoint sub-committees, task forces and/or working groups to assist in performing its functions.
- (i) The Bureau must ensure that reliable contact details for its membership are submitted annually.

(j) At least one Bureau member must subscribe to the Scientific Council's listserv.

(k) The Bureau shall ensure that duties of maintaining the archival record and institutional memory of PRERICO are designated appropriately and that appropriate information is disseminated to all members of PRERICO.

(l) The Bureau shall make provision for a Website for PRERICO and if necessary, a listserv.

6 - Co-operation with other bodies

In pursuance of its aims, PRERICO will co-operate with:

- a) International Scientific and National Committees of ICOMOS;
- b) ICOMOS partner organizations and international bodies aiming at achieving what is stipulated in the aims and activities of PRERICO. In this regard, such partnership arrangements will require the approval of the majority of the Expert Members.

7 - Meetings

PRERICO shall meet as often as is necessary to conduct its business and must meet at least once a year for its scientific and administrative agenda. It shall hold a maximum of two (2) Extraordinary General Meetings where the need arises.

If PRERICO meets more than once in any year it must designate one of those meetings as its Annual General Meeting. Meetings are either in a designated location and/or – following a decision by its membership – organized as conference calls or via other technological means. Annual General Meeting shall be notified at least 30 days in advance with a draft agenda.

In these meetings all designated Expert Members have voting rights in relation to elections and changes to these By-laws. All decisions are taken by simple majority unless specified otherwise in these By-laws. Electronic consultations leading to decisions may also be invoked and decisions made in such consultations shall be considered valid. Electronic votes of Expert Members in webcasts (or comparable technologies) shall be considered valid.

The minutes of meetings of PRERICO shall be signed by the President and put on record by the International Secretariat, as provided for in the ICOMOS Statutes.

PRERICO shall address their annual activity report and their work programmes for the next year to the International Secretariat, for opinion of the Advisory Committee and approval by the Board of ICOMOS, as provided for in the ICOMOS Statutes.

Should an Expert Member not attend three consecutive Annual Meetings of PRERICO in person or through technological means without due cause, the Bureau may decide to withdraw the membership of the Expert Member.

8 - Finances

8.1. The activities of PRERICO shall be financed by funds:

- a) allocated by ICOMOS from its annual budget,
- b) obtained by PRERICO from international and national organizations including ICOMOS National Committees,
- c) obtained by PRERICO on its own initiative such as income from publications, and
- d) from any other source provided by way of gift, bequest, donation or sponsorship.

8.2. Members of PRERICO are generally expected to obtain the funds necessary to ensure their participation in its activities, in particular their presence at the meetings.

8.3. The Treasurer shall draw up a budget and financial plan to be approved by PRERICO, maintain an appropriate record of all financial transactions and prepare an annual audit statement of the transactions.

9 - Language

PRERICO will use English and French as working languages.

10 - Secretariat

The Secretariat of PRERICO will be located at ICOMOS International, 11 rue du Séminaire de Conflans, 94220 Charenton-le-Pont, France.

11 - Dispute Settlement

11.1. Any dispute arising out of the interpretation of these By-Laws shall be resolved by way of Referral to the Board of ICOMOS..

11.3. The Referral shall be governed by the ICOMOS Statutes, Rules of Procedure, the Eger-Xi'an Principles, the Malta Guidelines and the Ethical Principles provided always that:

11.4. Nothing in these By-Laws shall be interpreted in any way that might be inconsistent with the realization of the aims of PRERICO.

12 - Amendment

12.1. Amendment of these By-laws shall be made by the voting of Expert Members at a Meeting with proxies, and /or by postal and electronic ballot. All substantive By-Law revisions shall be submitted through the Advisory Committee for the approval of the Board of ICOMOS.

12.2. Any agenda item for amendment of these By-Laws, which is to be discussed and resolved by PRERICO, shall be submitted to all Expert Members and the Board of ICOMOS at least ninety (90) days before the date of its discussion.