

ICOMO
international council on monuments and
sites



ICOMOS International Scientific Committee - ISPRS Permanent Committee (ISC)

CIPA - HERITAGE DOCUMENTATION

(1969 – 2018: International Committee for Architectural Photogrammetry, CIPA)

CIPA - DOCUMENTATION DU PATRIMOINE

(1969 – 2018: Comité international de photogrammétrie architecturale, CIPA)

January 27, 2019

BYLAWS

(In force by 2019- last amendment on January 2024)

Art. 1 – Executive Committee (EC) elections

The EC elections occur every four years during the Expert Member Board (EMB) meeting in conjunction with the biennial CIPA Symposium.

Art. 1. a - Voting

All Expert Members, admitted six months before the elections are held, can vote.

The admission as voting Expert Members (EM) will be managed by requesting proof of the ICOMOS/ISPRS membership for the year preceding the voting year.

The vote can be delegated to another member of the EMB. Each member of the EMB can receive only one proxy to vote.

The proxies must be sent to the Secretary-General three months before the elections by the person who delegates his vote, indicating the name of the person to whom the ballot is delegated.

Voting takes place at the end of the biennial meeting of the EMB in attendance. If it is impossible to attend the EMB meeting, alternative procedures will be adopted by the EC in office in the year the voting occurs.

Each voter must express 14 preferences: at least seven candidates must be ICOMOS and ISPRS members.

Art. 1.b - Candidatures

Nominations to be elected in the EC must be sent to the Secretary-General three months before the elections.

A short CV of the candidate (max 200 words) must accompany each application. Two Expert Members, who must express their support by emailing the Secretary-General, must support each application.

Each candidate must attach to the candidacy a copy of the ICOMOS card of the year preceding the voting year (downloadable from the ICOMOS website) and, if necessary, a declaration of regular registration with one of the Ordinary or Associate members of the ISPRS indicating an email address to which the EC can contact to verify the actual registration.

The EC in office approves the candidacies, considering that the election to the EC can only be renewed twice in a row (art. 14 of the Statutes). Valid candidacies are published on the website no later than three months of the year the elections are held.

Art. 1.3 - Electoral Commission

The EC appoints an electoral commission composed of non-candidate EMs regularly standing with their registration with ICOMOS and ISPRS for the year the elections are held.

The electoral commission attends the voting operations and communicates the list of those elected before the end of the Symposium.

Art. 1.4 - Mandate

The mandate of the EC begins on 1st January of the year following the one in which the voting took place.

Art. 2 - Appointment of Executive Bureau (EB)

The EC appoints the EB during its first meeting, which must be in attendance on the day following the one where the EC elections took place. In case of impossibility, the panel can

occur remotely no later than three months after the elections.

For the appointment of EB members, the rules are described in Art. 15, 16, 17, 18, 19, and 20 of the Statutes.

A simple majority votes for the proposed appointments by the members of the EC present at the first meeting (art. 25 of the Statutes).

Art. 3 - Expert Member (EM) list updating

The CIPA Expert Member list will be updated six months before the elections of the Executive Committee (see Art. 1 of the ByLaws)

All the Expert Members who will not demonstrate their membership to ICOMOS and/or ISPRS for the year before the year in which the voting for the election of the EC will take place will be removed from the CIPA Expert Member list.

The same procedure will be applied every time the Expert Member Board has a meeting with requested voting.

Art. 4 – Executive Committee’s external members

The elected EC can invite in its activities other CIPA-HD Expert Members.

The President can propose a maximum of 6 CIPA-HD Expert Members to join some of the activities of the Executive Committee.

The proposed Expert Members must be approved by the EC's qualified majority (2/3).

The EC’s external members will be invited to all the EC’s meetings without voting right.