

Principles for the International Scientific Committees of ICOMOS (Eger-Xi'an Principles)

Adopted by the 15th General Assembly in October 2005 (Xi'an), amended by the Scientific Council in July 2008 and October 2012 and October 2013, and endorsed by the Executive Committee in March 2010, March 2013 and October 2013.

English (Official)

1 Objectives of the International Scientific Committees and their role within ICOMOS

- 1 The International [Scientific] Committees (ISCs) are the vehicles through which ICOMOS brings together, develops and serves its worldwide membership according to fields of specialized interest. ICOMOS expects the ISCs to be at the heart of scientific inquiry and exchange in their domains and to share knowledge among them to foster a multi-disciplinary approach to heritage protection and management, in fulfilment of the goals of ICOMOS as stated in Article 5-b of its statutes: "Gather, study and disseminate information concerning principles, techniques and policies" related to heritage protection. ICOMOS will support its ISCs to actively pursue programmes that advance the field by defining research needs, stimulating and supporting research activity, increasing exchange and dissemination in order to promote greater understanding in the heritage field and guaranteeing the generational renewal of all heritage professions within and outside of ICOMOS.
- 2 ICOMOS will support its ISCs to be accessible to all qualified individuals and groups with a capacity to contribute, be democratic in their operations, and be concerned with increasing the impact of their programmes on standards of care in the field. ICOMOS also expects the ISCs to be a venue for mentoring members in their early careers who seek to advance their knowledge and develop their professional expertise.
- 3 The Scientific Council may establish categories for the grouping of scientific committees according to their needs.

- 4 These principles are meant to guide the individual activities of all the ISCs, as well as the cooperative work among them, and with affinity organizations and external interested parties. One primary responsibility of each ISC is to ensure the sharing and dissemination of knowledge and information among its members and with all ICOMOS bodies. The tools of the ISCs should respond creatively and practically to the needs in the field. These include, but are not limited to doctrinal development; publications, periodicals and newsletters (both real and virtual); videos; public advocacy; training; conferences and workshops; discussion fora; professional exchanges; technical assistance / cooperation; etc.
- 5 The resources of ISCs should be shared among the committees as possible and appropriate.
- 6 The ISCs are established and operate according to the Statutes of ICOMOS. Consequently, their organisation, structure and proceedings may be required to evolve if and when such Statutes are amended. The ISCs are set up and dissolved by the Executive Committee under Article 14 for purposes or reasons that relate to the goals of ICOMOS.

2 Governance and operating framework

A The Scientific Council

- 1 The Council will consist of the President of each ISC or his/her designated deputy, with the allowance that the specific statutes of an ISC may ordain a different selection process for its representative to the Scientific Council. A designated deputy will be eligible for election as an officer or representative to the Executive Committee. Each Scientific Council member is entitled to one vote on matters before the Scientific Council.
- 2 The Council shall elect three officers from among its membership to oversee the activities of the Council. These officers shall be from different ISCs and shall be elected to three-year terms to coincide with the election of the Advisory Committee President. The officers shall distribute the duties and responsibilities among themselves as they determine how best to meet the needs of the Scientific Council.

The officers may co-opt other ISC members to assist them in their work. In the case of a vacancy in one of the offices, which would last for more than one year, the Council shall hold a special election by electronic ballot to fill the vacancy for the remainder of the term. The officers shall serve no more than three complete terms of office.

- 3 The officers shall represent the interests of the ISCs in the Executive Committee of ICOMOS. Representatives shall serve as active liaisons between the Council and Executive Committee and shall communicate regularly with the members of each of the two bodies. Representatives should take the lead in raising international awareness of the capabilities of the ISCs as well as in developing strategies to support ISC activities.
- 4 The duties of the Scientific Council are:
 - a Serve as the coordinating body of the ISCs.
 - b Meet at least once a year in conjunction with, and also separate from, the annual meeting of the Advisory Committee of ICOMOS.
 - c Prepare a summary annual report on ISC activities and progress made on the Scientific Plan.
 - d Advise the Executive Committee on best practices and performance, as well as best use of the ISC resources, as they relate to the advisory and contractual duties of ICOMOS to UNESCO, the World Heritage Centre, ICCROM and any other international, regional or national heritage organization.
 - e Develop and oversee the implementation of a 3-year Scientific Plan with a corresponding budget, and present it to the General Assembly for its adoption as part of the ICOMOS Work Programme required in Article 9 of the Statutes. The Scientific Plan shall be drafted in broad consultation with the ISC membership; it shall be multi-disciplinary in nature and will define areas and methods of inter-ISC cooperation. The Plan / Programme shall include clear objectives, a work plan, and a strategy for its completion; the budget will include the identification of existing and potential revenue sources.
 - f Identify gaps among the ISC fields of specialization, and make appropriate recommendations to fill them.
 - g Look for ways to render more effective and available to all of ICOMOS the expertise of the ISC members and the overall work of the ISCs, especially in the conceptualization and organization of the triennial Symposium of ICOMOS.
 - h Adopt a process for the triennial performance evaluation of each ISC; carry out such evaluation; and convey its results and

- pertinent recommendations to the Executive Committee of ICOMOS as part of its annual report.
- i Receive, evaluate and formulate appropriate responses to requests for technical assistance from the Executive, Advisory, and National Committees of ICOMOS.
 - j Receive and evaluate proposals for the formation of new ISCs and make recommendations concerning their approval to the Executive Committee of ICOMOS.
 - k Formulate its own recommendation, or evaluate recommendations from others, regarding the dissolution of existing ISCs.
 - l Investigate issues or complaints regarding the activities, governance, policies or performance of an ISC, and take the appropriate action to solve them, or refer them to the Executive Committee of ICOMOS.
 - m Work closely with the ICOMOS Secretary General, President, Treasurer -General, and Vice President responsible for ISCs to coordinate the work of the ISCs with the ICOMOS Secretariat, and to disseminate it to the heritage community and the general public.

B The Scientific Committees

- 1 While it is desirable to accord the ISCs maximum independence and flexibility in support of their objectives, the Committees are expected to work within the framework established by the Statutes, Rules of Procedure and budgets of ICOMOS, as well as by these Principles.
- 2 The ISCs shall adopt goals and objectives that reflect the needs expressed by their members; and be supported by the appropriate Statutes, budgets, Rules of Procedure and programmes. Scientific committees are encouraged to meet as frequently as convenient to advance their scientific work, but shall meet at least once every three years. The organizing committee for each General Assembly, beginning with 2008, shall set aside at least one half-day for meetings of the ISCs.
- 3 In addition, each ISC is encouraged to integrate into its triennial work programme training initiatives that address:
 - a The enhancement and updating of the professional skills of its experts, especially those related to World Heritage issues, and

- b The needs of new and early career professionals and other members in developing their specialization and skills in their respective fields.
- 4 As a general rule, the work of the ISCs relies on the volunteer work of its members. If funds are available or required to dispense honoraria to ISC members, the ISC shall present to the Scientific Council for its approval a plan for the team selection and payment of honoraria to its members, to ensure that all work meets ICOMOS requirements for ethics and transparency.
- 5 Each ISC shall be free to establish its officer structure and governing mechanisms. The Bureau will be composed of at least a President, a Vice-President and a Secretary-General from three separate countries. All members of the Bureau must be expert members. ISCs managing a monetary budget are encouraged to have a Treasurer. The Committee shall ensure the Bureau has representation from different countries and provides key regional representation.
 - a The Executive Committee of ICOMOS will appoint the first set of officers of an ISC. The members of the ISC will elect subsequent officers according to the committee's own statutes.
 - b Officers will be elected to a period of three years, and may serve a maximum of three such consecutive terms in each office, but in no case shall any one serve more than fifteen consecutive years.
 - c In accordance with Article 12 of the ICOMOS Statutes, the President of each ISC will be an ex-officio member of the Advisory Committee of ICOMOS. The President may designate a Deputy to assume all pertinent responsibilities before the Advisory Committee.
- 6 ISC Bureaus shall be responsible for the overall financial and program management of the work of the Committees, and for establishing the appropriate sub-committees, task forces and/or working groups to ensure their proper functioning.
- 7 Elections for officers shall be verifiable. Each Committee shall establish a fair and transparent voting system according to its needs and circumstances (including postal or electronic voting). Whatever the voting method, the results of all elections must be verifiable without sacrificing the integrity of the individual vote. A neutral party shall receive the votes and provide the results.

- 8 Each ISC shall prepare an annual report and submit it to the Scientific Council. The contents of the annual report shall be specified by the Coordinators of the Scientific Council in consultation with the Advisory Committee and the Executive Committee. The Coordinators shall, whenever possible, seek to consolidate the annual report with other submissions required or requested by the Executive Committee to avoid duplicate submissions.
- 9 The establishment of an ISC Secretariat is strongly recommended for the proper functioning of the ISC. If no Permanent Secretariat exists, its duties should be specifically delegated to the ISC officers. The duties of the Secretariat shall include but not be limited to:
 - a Maintaining the archival record and institutional memory (in paper or electronic format) of the ISC. Changes in the Secretariat's location should include the transfer of the ISC archives.
 - b Serving the Bureau of the ISC.
 - c Ensuring the dissemination of information to all members of the ISC
 - d Be directly in charge of, or make provisions for, the development, maintenance and expansion of the ISC Website, and if pertinent, a listserv.
- 10 Each ISC is to have its own website, linked to the ICOMOS website.

3 Formation of new International Scientific Committees

A Proposal

- 1 National Committees, specialized institutions or groups of at least 10 (ten) like-minded ICOMOS members, preferably representing different world regions, sharing a particular expertise, and wishing to form or sponsor a new ISC, shall submit a proposal to the Scientific Council, who in turn will present it to the Executive Committee along with its recommendations. The proposal will include:
 - a A mission statement or a statement of need for the new committee, including its potential for cooperation with other ISCs;

- b The manner in which the proposed committee will contribute to the progress of the current ICOMOS Scientific Plan / Programme;
- c Long-term aims/goals and associated programmes of activities;
- d Proposed Committee statutes;
- e A proposed roster of members, ensuring broad representation;
- f An annotated roster of affinity organizations or groups working in the field of interest, identifying proposed institutional partners, if any;
- g A roster of proposed officers, along with professional credentials / curriculum vitae for each;
- h The location of proposed Committee secretariat, including a letter of commitment to that effect;
- i A proposed budget and details of financial and administrative support secured or to be secured.

B Incubation Period

- 1 Once the Executive Committee approves the formation of a new ISC, it shall be formed for an incubation period of three years as a probationary task force.
- 2 During the incubation period, the group shall work as a fully functional ISC, and shall be required to meet all the ISC programming, administrative and reporting duties.
- 3 At the end of the three year incubation period, the Scientific Council shall evaluate the probationary task force and make appropriate recommendations to the Executive Committee for:
 - a Its formation as a permanent ISC;
 - b An extension of its probationary status;
 - c Its dissolution.
- 4 The Task Force may appeal any decision of the Scientific Council before the Executive Committee.

C Hybrid ISCs, or Committees shared with and responding simultaneously to ICOMOS and other affinity organizations

- 1 Under certain conditions, an ISC may be established in cooperation with one or more affinity organisations in order to serve both. In such cases, the statutes may be adapted to suit the needs of ICOMOS and the other organization(s) involved. Nonetheless, the spirit of these principles shall be respected. The Scientific Council will evaluate all such proposals for Hybrid ISCs and make its recommendations known to the Executive Committee of ICOMOS.

4 Members

A General principles

- 1 The various membership categories in the ISCs shall be open to all members of ICOMOS, within the provisions stated below. It is the intention of ICOMOS that its ISCs continually gather a membership that will include the most recognized experts in its field of specialization, be representative of all of the world regions or pertinent regions, and recruit young or beginning professionals seeking such specialization; and that all be given ample opportunities and stimulus to become actively engaged in the work of the Committees. A structure of membership is recommended, as follows.
- 2 All members of the ISCs shall be familiar with the Statement of Ethical Commitment first adopted by ICOMOS in Madrid in 2002, and abide by it at all times. Failure to behave accordingly may result in dismissal.
- 3 All ISCs are to adopt criteria for minimum participation for all members, as well as grounds to exclude inactive members.
- 4 All ISCs shall establish, at a minimum, the following two categories of members: Expert and Associate.
- 5 The categories of members for the ISCs will consist of the following, each with specific rights and responsibilities.

B Expert Members

- 1 There are no numerical limits to the number of Expert Members in an ISC. Any member of ICOMOS with demonstrated expertise in the relevant field may be an Expert Member of the Committee. It is up to each ISC to adopt minimum criteria and a transparent and well-understood methodology to assess and verify the individual skills and expertise of applicants as well as to terminate the membership of a given Expert Member. All Expert Members must be ICOMOS members and may remain members so long as they are ICOMOS members and meet the ISC criteria for participation.
- 2 Expert Members may be nominated by their National Committee, be self-nominated, or directly invited by the ISC. Nominations may be accepted at any time.
- 3 Expert Members shall have the right to participate in any aspect of the work of the committee.
- 4 Expert Members designated by the National Committee, limited to one per country, may vote in elections of the ISC Bureau members, and may also vote on amending the ISC's statutes. In the event that the ISC considers the designated member to be unsatisfactory, it can appeal before the SC which will make a recommendation to the Executive Committee regarding that designation. All other issues and decisions shall be voted on by all Expert Members, without limitation.

C Associate Members

- 1 Members of ICOMOS who wish to gain knowledge and build expertise in a given field through active volunteer work may apply for ISC Associate Membership.
- 2 The ISC will select Associate Members from among the applicants. The ISCs will strive to incorporate Associate Members in their work.
- 3 Associate Members 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. Associate Members shall be mentored so that their Associate Membership shall be:
 - a Extended for another similar period of time, or
 - b Upgraded to Expert Membership, or

- c Rejected on the basis of no participation or unsatisfactory performance.
- 4 When appropriate, an ISC may ask a National Committee to designate one or more Associate Members to help build particular expertise in countries where such a need exists.
- 5 Associate Members are accorded no voting rights.

D Non-ICOMOS Members

Non-ICOMOS Members who can make a significant contribution to the ISC 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.

E Institutional Members. When in the interest of ICOMOS and of an ISC, and at the ISC's discretion, the optional category of Institutional Membership may be established as follows:

- 1 Institutional Members shall be institutions, academic programs, government agencies, or any other juridical entity whose work and mission are closely aligned to those of the ISC.
- 2 Acceptance of an Institutional Member shall be voted on by Expert Members.
- 3 Institutional Memberships will be valid for one triennium, and may be renewed indefinitely for additional three-year periods.
- 4 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 accept that individual as an Expert Member.
- 5 Institutional Members are accorded no voting rights. However, if the Institutional Member has a representative accepted as an Expert Member of the Committee, that Expert Member shall have the same voting rights as any other Expert Member.

F Honorary Members. Honorary Members may be proposed for election by Expert Members of the Committee. Honorary Members may participate in all activities of the Committee. Honorary Members are accorded no voting rights. Honorary Members may use the title "Honorary Member, ICOMOS ***** Committee."

G. Voting Rights/Good Standing

No person shall be a voting member unless he/she is in good standing with ICOMOS (or the other organization where there is a joint committee, e.g. ICOMOS/IFLA.)

5 Institutional partnerships

- 1 When it is in their own interest, one or more ISCs may enter into temporary or permanent, bilateral or multilateral partnerships with any institution or agency whose work, mission and/or resources may help advance the goals of the ICOMOS Scientific Plan / Programme or the work of the ISC.
- 2 Institutional Partnerships shall in no way limit the independence of action and thought of ICOMOS or its ISCs.
- 3 Institutional Partnerships with a single ISC shall require the approval of the majority of the Committee's Expert Members.
- 4 Approval from the Scientific Council shall be required for any simultaneous partnership between one or more institutions and multiple ISCs.

6 Compliance

- 1 The statutes of all ICOMOS ISCs shall comply with these Principles and with the Statutes of ICOMOS.
- 2 All existing ISCs are required to revise their statutes and to bring them into compliance with these Principles within three years of this document's adoption by the Fifteenth General Assembly of ICOMOS in Xi'an, China.
- 3 This document supersedes and replaces the following documents:
 - a "Directives for the International Specialized Committees of ICOMOS" (*Summa Vesuviana*), adopted 12 December 1982
 - b Guidelines for ICOMOS International Committees, undated;
 - c Guidelines for International Committees, Paris, 19-20 February 1985;
 - d The Eger Principles for International Scientific Committees, adopted in Colombo, August 1993

- 4 The Scientific Council shall review the activities of the ISCs. Where it finds that an ISC is not in compliance with the provisions of these Principles, it shall provide advice and guidance to the ISC to assist the Committee in returning to compliance. If a Committee remains non-compliant, the Council shall refer the matter to the Executive Committee with recommendations for corrective action.