

**OBJECTIVES AND PROCEDURES OF THE INTERNATIONAL COMMITTEE
ON ARCHAEOLOGICAL HERITAGE MANAGEMENT (ICAHM)**

Xi'an Procedures

The following rules were proposed, discussed and agreed to at the ICAHM meeting held during the 12th General Assembly in Mexico in 1999 (Willem Willems), subsequently amended to facilitate e-mail elections in 2003 (Christophe Rivet) and brought into alignment with the Eger-Xi'an principles in 2006 (Brian Egloff) and then further modified in 2008 to meet with the current revision of the Eger-Xi'an principles (Egloff).

1. The ICOMOS International Committee on Archaeological Heritage Management (hereinafter designated as ICAHM) is established in accordance with Article 14 of the ICOMOS statutes by the Executive Committee of ICOMOS on February 19, 1985.

2. The mission of ICAHM is to promote international cooperation in the field of archaeological heritage management and to advise ICOMOS on the development of archaeological heritage management programs. ICAHM shall accomplish this mission by providing a forum for the interchange of experience, ideas, knowledge, and the results of research among professionals, scientists and decision-makers, including archaeologists, architects, anthropologists and governmental and non-governmental administrators. In attaining this mission, ICAHM shall adhere to the goals and objectives of ICOMOS and the Eger-Xi'an Principles. ICAHM has decided upon the following objectives to fulfill its mission: Promote the widest possible understanding of the importance of the archaeological heritage among the general public and government institutions.
 - Promote a systematic inventory of the world's archaeological heritage.
 - Provide expert advice to ICOMOS on world heritage matters.
 - Develop efficient and integrated strategies for the management of the archaeological heritage for the long-term benefit of both scientists and the general public.
 - Encourage a multidisciplinary approach to the cultural heritage.
 - Improve archaeological methods and standards among those concerned with archaeological heritage management.
 - Establish minimum standards for the training and qualification of those engaged in archaeological heritage management.
 - Encourage the exchange of experience and expertise in the field of archaeological heritage management.

3. In keeping with its international responsibilities, ICAHM has prepared the ICOMOS Charter for the Protection and Management of the Archaeological Heritage (1990)

4. All Expert Members of ICAHM are eligible to run for an elected position. The President, Vice President and Secretary shall constitute a Bureau within the ICAHM Executive Committee and be elected by the national nominated Expert Members of ICAHM through an e-mail process verified by the secretariat of an ICOMOS national committee. In accordance with Article 12 of the ICOMOS Statutes, the President shall be a member of the ICOMOS Advisory Committee. All Expert Members of ICAHM shall be eligible to elect Regional Vice-Presidents and an Administrative Secretary and Financial Secretary from among the Expert Members. The members of the Bureau and all elected officers, the Past Presidents and Past Vice Presidents of ICAHM, and any other member of ICOMOS selected by the ICAHM Executive Committee, shall constitute the ICAHM Executive Committee. The Executive Committee is empowered to undertake the ordinary operation of ICAHM including the acceptance of members, scheduling of annual general meetings, establishment of a secretariat, maintenance of the web site and the management of conference and symposium events. If deemed necessary the entire Executive Committee can hold internal ballots to determine select positions on issues as well as put a referendum to the entire voting membership. By agreement of the Executive Committee Expert Members can be appointed to those positions not filled by general election or that fall vacant. The term of office of elected officers shall be as specified in the Eger-Xi'an document.
5. Expert Members of ICAHM shall consist of members selected by each of the National Committees as well as members of ICOMOS that have demonstrated to the satisfaction of the ICAHM Executive Committee the following:
 - a. membership in ICOMOS
 - b. competency in archaeological heritage management with a reasonable degree of professional experience
 - c. sufficient educational training, and most importantly,
 - d. willingness to participate in the activities of ICAHM
6. Associate Members of ICAHM (non-voting) shall consist of members of ICOMOS who wish to build up their interest and expertise in the field of archaeological heritage management.
7. Institutional Membership will be sought and defined from case to case by the Executive.
8. Affiliate Members (comprised of individuals who are not members of ICOMOS) and Honorary Members will be appointed by the ICAHM Executive in keeping with the Eger-Xi'an principles.
9. As encouraged by ICOMOS, the ICAHM Executive Committee will establish a network of corresponding members, individuals and professional institutions engaged in relevant fields of activities but not directly in heritage related activities such that they would qualify for membership in ICOMOS.
10. No Executive Committee member, including the President, shall remain in any single office for more than three consecutive periods of three years.

11. Membership in ICAHM will be terminated under the following conditions: a. failure to adhere to the ICOMOS Statement of Ethical Commitment, and b. failure to participate during any triennium in the activities of ICAHM when called upon to do so.
12. The Executive committee shall meet at least once a year. It shall prepare and present a report on ICAHM's activities and a list of its members to the ICOMOS Secretariat (the Secretariat) annually, a date to be announced by the Secretary General of ICOMOS. The annual report shall be submitted in accordance with a format proposed by the Secretariat.
13. ICAHM shall meet at least once every three years in full session preferably at the ICOMOS General Assembly. The agenda of such a meeting shall include at a minimum; a. report on the election of officers, b. activities of the past triennium of ICAHM, c. balance sheet for the past triennium, and d. program of activities for the next triennium.
14. The activities of ICAHM shall be financed by subsidies and grants obtained by ICAHM's own initiative from international and national bodies (including ICOMOS Committees in countries concerned); and contracts entered into by ICOMOS on behalf of ICAHM for the performance of specific tasks within its purview. The members of ICAHM shall use the best efforts to obtain the funds necessary to ensure their own participation in ICAHM's activities.
15. ICAHM's activities may include the organization of meetings, the preparation of publications and the gathering and dissemination of information directly or through the UNESCO/ICOMOS International Documentation Centre in Paris. ICAHM may undertake regional activities.
16. Every three years, preferably immediately following the General Assembly of ICOMOS, ICAHM shall draw up a program for the forthcoming triennium. This program shall be forwarded to the ICOMOS Secretariat at least three months prior to the General Assembly for incorporation into ICOMOS's program for the forthcoming three years.
17. The working languages of ICAHM shall be French, Spanish and English.
18. The President or other members of the ICOMOS Bureau and/or a representative of the International Centre for Conservation (Rome) shall be invited to attend all open meetings organized by ICAHM. Representatives of other organizations may be invited to attend the meetings of ICAHM.
19. It is intended that the ICAHM principles will adhere to the spirit of the Eger-Xi'an Principles.