Model Constitution/By-Laws for National Committees of Members

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Title: **The IUCN National Committee of _____ {Insert Country Name}**

Preamble

The National Committees of IUCN Members are a core component of IUCN to facilitate the cooperation among the Members, coordination of the national Members with the other components of IUCN, and participation of the national members in the programme and governance of IUCN. In order to enable the Members to participate in the preparation and evaluation of the IUCN Programme and strategies, and to prepare for each World Conservation Congress, the Members of _____{Insert Country name} have decided to establish The IUCN National Committee of _____{ Insert Country name}, as authorized under Part VII of the Statutes of IUCN.

1. Establishment of The IUCN National Committee

1.1 A majority of the Members of _____{Insert Country name} do hereby establish and constitute the IUCN National Committee of _____{Insert Country name} as a nonprofit association of IUCN Members [duly incorporated in accordance with the laws of the country] **or** [as an informal forum of Members], as of _____, {insert the date established}.

2. Membership of The IUCN National Committee

2.1 All Members of IUCN in _____{Insert Country name} shall be invited to become, and have the right to elect to be, a Member of the IUCN National Committee. The IUCN Director General shall advise the National Committee of the names and focal points for each IUCN Member within _____{Insert Country name}, and the Director General's list of current IUCN Members shall comprise the only list of Members of the National Committee. The National Committee shall always have the active participation of a majority of the IUCN Members in _____{Insert Country name}.

2.2 Government agencies or non-governmental organizations that are not Members of IUCN may be invited by the National Committee to attend its meetings but not with the right to vote or use the name or logo of IUCN which are rights reserved to IUCN Members.

2.3 The National Committee shall endeavour to ensure the full participation of all IUCN Members within the country.

3. Procedures of The National Committee

3.1 Each Member of The National Committee shall have the right to a vote based on [agreed voting formula].

3.2 The National Committee may adopt its own operational procedures consistent with this constitution. All elections and decisions taken by the members of The National Committee shall be taken [by a majority of all IUCN Members of The National Committee] **OR** [when the attendance of the Members reaches a quorum] of at least [percentage] of Members].

3.3 The National Committee shall be self-governing and autonomous, and shall not undertake or impose financial obligations or liabilities upon IUCN, which is not responsible for commitments entered into by The National Committee.

3.4 Where individuals who have been elected as a Regional Councillor, and any other members of the IUCN Council, are resident in _____{Insert Country name}, The National Committee shall invite them to participate in the meetings [with or without voting rights] and activities of The National Committee.

3.5 Where individuals who have been appointed as a member of a Commission are resident in _____{Insert Country name}, The National Committee [shall/may] invite them to participate in the meetings and activities of The National Committee, as appropriate to the expertise of the Commission [with] **OR** [without] financial support.

3.6 The National Committee shall give advance notice of all its meetings to the Director General of IUCN, and the Secretariat's Regional and Country Offices, and the Director General and the IUCN Legal Advisor have the right to attend all meetings of The National Committee.

3.7 The work of The National Committee shall be conducted with transparency.

3.8 The National Committee may establish and operate through sub-national committees.

4. Officers

4.1 The National Committee shall elect an individual to serve as the Chair of The National Committee, [one or more] Deputy Chair(s), and a Secretary.

4.2 The Chair, or a Deputy Chair, shall preside over meetings of The National Committee, and have general responsibility for implementing the decisions of The National Committee.

4.3 The Chair shall be responsible for communications between The National Committee and the Director General of IUCN, or to the IUCN Secretariat official nominated by the Director General to be responsible for liaison with The National Committee, and shall convey the communications of the Director General of IUCN to The Members of the National Committee, as provided for in Section 68 of the Regulations of IUCN.

4.4 The Secretary shall record written minutes of all the meetings of The National Committee, and shall transmit a copy of such minutes to all the IUCN Members in the country, and to the Director General of IUCN. The Secretary shall prepare and transmit an annual report of The National Committee to the Director General of IUCN in one of IUCN's official languages.

4.4 The National Committee may establish and elect through an agreed process, an executive committee to manage its affairs in between meetings of The National Committee.

5. IUCN Programme Within _____{Insert Country name}

5.1 The National Committee may adopt its own policies consistent with the policies and objectives of IUCN, and may exchange views on conservation within _____{Insert Country name} and with IUCN Members in the Region or internationally.

5.2 The National Committee shall work with the IUCN Secretariat, Regional Committees where they exist and Commissions to formulate, coordinate and implement the Programme of IUCN within _____{Insert Country Name}. The National Committee may participate in the formulation of the IUCN Programme in _____[Insert Region name] and agree to a written work plan with respect to the implementation of the Programme of IUCN within _____{Insert Region name}.

5.3 The National Committee may assist its Members with respect to the realization of the rights and obligations of Members, as set forth in Article 12 of the Statutes of IUCN.

5.4 The National Committee, in accordance with IUCN's Guidelines, may use the name of IUCN and the logo of IUCN in conjunction with the name of the country and region where The National Committee is located (see Annex II).

5.5 Once recognized by the Council of IUCN as the only National Committee in the country, The National Committee may take positions, announce policies, and issue statements in the name of The National Committee on matters arising solely within _____{Insert Country name}, provided that any IUCN Member in _____{Insert Country name} has the right to disassociate itself from any decision of The National Committee, and, if requested, The National Committee shall clearly indicate that disassociation. Such policies, positions or statements shall be solely in the name of The National Committee and shall not commit IUCN to any financial, legal or policy obligation. The Chair of The National Committee shall communicate such positions and policies at once upon their adoption by The National Committee to the Director General of IUCN. Should the Director General find that such positions and policies may be inconsistent with the objectives of IUCN, the Chair of The National Committee shall make all reasonable efforts to resolve such problems, and if the problems cannot be resolved with the Director General, the Chair may address the issue to the Council of IUCN.

6. Regional Fora of Members

6.1 The National Committee shall, insofar as possible, facilitate the participation of its Members in any Regional Committees or fora of IUCN Members for the IUCN Region in which _____{Insert Country name} is located.

7. World Conservation Congress

7.1 The National Committee shall, insofar as possible, facilitate the participation of its Members in the World Conservation Congress.

8. National Committee Operations

8.1 Where The National Committee has been formally recognised by the IUCN Council, and where local laws permit, it may, within the framework of a written agreement between the National Committee and the Director General, establish its own operations in support of IUCN's Mission and Programme and may raise funds for such operations.

8.2 When preparing to operate outside of its own State or Region, a National Committee shall follow the Operational Guide for National and Regional Committees working outside their State or Region and must first consult with the relevant IUCN regional and/or country office and any

relevant National or Regional Committees and ensure that any proposed activities are consistent with the IUCN Programme, including any agreed regional or national programmes or work plans.

8.3 In the context of the development of motions referred to in Rules 48 to 62, the National Committees and Regional Fora, when convened, are encouraged to provide a platform for discussion and negotiation of motions emanating from their country or region, in particular those that warrant discussion at a local, national or regional level, for the purpose of identifying solutions that might address the underlying issues.

8.4 The National Committee shall be solely responsible for any funds it raises and any debts and legal obligations that it incurs.

8.5 The National Committee shall at all times operate consistently with the objectives of IUCN.

9. Amendments

9.1 This Constitution may be amended by an affirmative vote of two-thirds of the IUCN Members constituting the membership of The National Committee. Any IUCN Member in _____{Insert Country name} may propose an amendment to this constitution, and the Chair of The National Committee shall circulate the proposal to all IUCN Members in _____{Insert Country name} and to the Director General of IUCN. Three months after The Chair of The National Committee has circulated the proposed amendment, it may be voted upon by a ballot of all the Members of The National Committee. Where an amendment fundamentally changes The National Committee, the Chair shall also communicate the fact of the amendment to the President of IUCN and the Chair of the Council Committee on Membership and Constituency Development, for reconfirmation of the recognition by Council of The National Committee.

Amended 04 June 2008 (logo, name, font)
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