

# **Rules for the ICOM International Committee on Ethical Dilemmas (IC-Ethics)**

## **1 General role and responsibility of ICOM international committees**

International Committees are principal instruments for the work of ICOM and for the realisation of its programmes of activity.

They are channels of communication between ICOM members with similar professional interests. International Committees are responsible for the development and implementation of ICOM's programmes and activities related to each International Committee's specific mandate.

Furthermore, the International Committees provide valuable advice to the ICOM Executive Board, the Advisory Council, and the Director General on matters relevant to ICOM's mission and programmes.

International Committees are components of ICOM and subject to the ICOM Statutes and Internal Rules, Code of Ethics for Museums, Rules for International Committees, and relevant decisions of the ICOM General Assembly and the ICOM Executive Board.

Each International Committee is represented at the ICOM Advisory Council by its Chair or its appointed representative, and at the ICOM General Assembly as determined by the ICOM Statutes and Internal Rules.

International Committees are not entitled to operate as legal entities. All International Committees must operate within the generally accepted framework of the organization with respect to each International Committee's specific mandate.

## **2 Name**

IC-Ethics is the International Committee on Ethical Dilemmas. It is established under Article 16 of the ICOM Statutes and Article 7 of ICOM Internal Rules.

### **3 Mission**

The ICOM International Committee on Ethical Dilemmas (IC-Ethics) is an open forum on ethical dilemmas for all museum professionals for reflection, sharing and discussing ethical dilemmas and thereby helps museum professionals make more informed choices.

### **4 Membership**

Membership in IC-Ethics is open to all ICOM members in good standing upon request and without undue delay or restrictions.

IC-Ethics is composed of those ICOM members that have chosen to be member of this (one) Committee and must maintain a membership of at least fifty (50).

A Committee membership list is maintained by ICOM on behalf of IC-Ethics and for its purposes.

While working with personal data from its members, IC-Ethics takes all the necessary measures to respect of the provisions of national and international legislations, especially comply with the European Union General Data Protection Regulation (EU-GDPR).

### **5 Elections of the Board**

IC-Ethics has a Board of minimum five (5) and maximum nine (9) members, including the Chair.

Elections shall be held every third year, preferably in connection with the ICOM Triennial Conference. A call for candidates shall be sent to all members at least four (4) months in advance.

ICOM members in good standing who are members of IC-Ethics are eligible to stand for election.

The election can be electronic, making direct voting for all members of IC-Ethics possible, or be held during the Triennial with the possibility of voting through proxies for those not present.

Each ICOM member in good standing who is member of IC-Ethics shall have the right to vote and shall have, for that purpose, one vote.

A member voting is entitled to carry up to five (5) proxies for absent voting members of IC-Ethics. Members giving a proxy must be up to date with the payment of their membership fees.

The Chair shall be elected separately from the other members of the Board.

The Chair and the other members of the Board shall be elected for three (3) years, and their mandate can be renewed once (1). A member of the Board may subsequently be elected Chair. However, no Chair/member of the Board may remain in office for more than twelve (12) consecutive years.

The Chair of IC-Ethics may not at the same time serve as Chair of a National Committee or an Affiliated Organisation or a Regional Alliance or as a member of the Executive Board.

## **6 Governance**

The management responsibilities of IC-Ethics reside with the elected Board composed of at least five (5) and a maximum of nine (9) persons filling the following functions: Chair, Vice-Chair, Secretary and Treasurer. Board members not holding office should be known as Ordinary Board member(s).

The Board may also invite observers to attend its meetings. The observers do not have voting rights.

The IC-Ethics Board, represented by the Chair, shall ensure that the International Committee's activities do not compromise ICOM.

The IC-Ethics Board, represented by the Chair, shall fulfil its financial obligations, as described in section 8, and shall ensure that the financial accountability does not compromise ICOM.

## **7 Operations**

IC-Ethics shall hold meeting with its members at least once a year and during the time and place of the ICOM Triennial Conference. This is usually through a yearly conference. General information shall be distributed to members on a regular basis as a membership service while an optional fee may be charged for non-members receiving equivalent information.

IC-Ethics may, according to its own decision, include in its communication network, and accept as participants in its meetings/conferences, other members of ICOM as well as non-members.

IC-Ethics shall inform the National Committee of the country in which a meeting or event is organised.

IC-Ethics decides independently with whom to cooperate and the venue for the meeting.

IC-Ethics may create working groups for specific purposes and depending on the needs of the programme or on request by members.

## **8 Financial Resources**

The Board shall ensure that the IC-Ethics' financial management does not compromise ICOM.

IC-Ethics shall submit an annual report of activities and an annual financial report to ICOM. Upon the submission of these reports IC-Ethics is eligible to receive a subsidy from ICOM. ICOM may withhold the subsidy if the annual report is not delivered or is incomplete.

IC-Ethics may accept sponsorship and apply for subventions, grants or other supports for its activities and projects. It may request fees for special activities and services rendered (within the limitations stated in Section 2 and subject to prior agreement by ICOM).

Since IC-Ethics is not a separate legal entity, IC-Ethics may establish an agreement of cooperation with a legal entity in the host country of its meeting to ensure proper financial management of all funds associated with the meeting, ensure the proper audit of accounts and verify final distribution of residual funds. The organizing entity may be a museum, university, foundation, the ICOM National Committee, or similar public-oriented body.

Where the IC-Ethics' Board, represented by the Chair, needs to engage itself in a contractual agreement, a request for a delegation of authority should be asked to the ICOM President.

## **9 Archives**

IC-Ethics shall complete and keep records of financial accounts and expenditures, annual financial reports, annual reports of activities and minutes and proceedings of the Board, annual meetings and, if relevant, meetings of the working groups. Such records will be maintained by the Secretary in electronic and hard copy form and will be communicated to the ICOM Secretariat for its archives.

## **10 Dissolution or suspension**

The majority of the members of IC-Ethics or the ICOM Executive Board may decide that the IC-Ethics may be suspended if the Committee is no longer functioning effectively or has acted in violation of the ICOM Statutes or Internal Rules or the Code of Ethics for Museums, and failed to comply with such norms despite formal notice from the Executive Board. In the event of dissolution being declared, the Executive Board shall appoint one or two liquidators. Any remaining assets should be transferred to ICOM.

*These rules were adopted at the Founding meeting in Kyoto, International Conference Centre, 3<sup>rd</sup> of Sept. 2019.*