



CIGR STATUTES

(Effective 1st January 2017)

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CIGR STATUTES

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I - TITLE AND PURPOSES

Article 1: Title and location

1. The International Commission of Agricultural and Biosystems Engineering, founded in August 1930 at Liège, Belgium, has its logo and abbreviation CIGR after its original name "Commission Internationale du Génie Rural".
2. CIGR is a world-wide federation grouping - in form of a Networking System - national, regional and multinational Associations, Societies, Corporations and individuals working in science and technology applied to the different fields of Agricultural and Biosystems Engineering.
3. The CIGR headquarters is located at the site where the General Secretariat is located at any time.

Article 2: Purpose

1. The general purpose of CIGR is to serve - on a world-wide basis and through its Members - the needs of humanity by fostering mutual understanding, improvement and rationalization of sustainable biological production systems. At the same time CIGR puts great emphasis on protecting nature and the environment as well as managing the landscape through the advancement of engineering and associated sciences to be adequately applied to agriculture, horticulture, forestry, aquaculture, landscape and the processing of related produces.
2. The objectives of CIGR are to:
 - a. promote the advancement of engineering science and technologies of Agricultural and Biosystems Engineering aiming at improvement of biological production, rural development, conservation of natural resources, and the preservation and improvement of the environment and landscape;
 - b. encourage Agricultural and Biosystems Engineering education, training and international experiences of professionals;
 - c. support and encourage international and inter-regional collaboration for scientific, technical and strategic developments on Agricultural and Biosystems Engineering subjects and applications;
 - d. facilitate the transfer and adoption of Agricultural and Biosystems Engineering knowledge;
 - e. represent the profession of Agricultural and Biosystems Engineering on the world-wide level and to;
 - f. support and encourage young professionals in Agricultural and Biosystems Engineering.
3. These objectives lead CIGR to:
 - a. act as a world-wide networking service organization in order to connect, co-ordinate and reinforce the activities carried out by its members;
 - b. act as a world-wide representative organization of agricultural engineers and Agricultural and Biosystems Engineering;
 - c. co-operate in an effective way with related governmental and non-governmental agencies and other international organizations and to;
 - d. promote the regional and national Associations and Societies of Agricultural and Biosystems Engineering all over the world.

II - STRUCTURE AND INTERNAL ORGANIZATION

Article 3: Membership

1. CIGR, as a world-wide federation, allows the following types of memberships:
 - e. National Associations or Societies having similar purposes as CIGR, referred hereafter as national societies;
 - f. Regional or Multinational Associations or Societies grouping national Agricultural and Biosystems Engineering Societies, referred hereafter as regional societies;
 - g. individual members as established in No. 4 of this article;
 - h. corporate members as defined in No. 5 of this article;
 - i. honorary members as defined in No. 6 of this article.
2. All the national societies that are members of a regional CIGR society are automatically members of CIGR. Voting rights and fees are described in Article 7.
3. In regions or countries with more than one regional or national society dealing with Agricultural and Biosystems Engineering, a common solution has to be found by the regional/national societies to define, which society is the member of the CIGR General Assembly (Chapter III, Art. 6 and 7). In case of disagreement, a final decision will be made by the General Assembly.
4. Qualified individual specialists from countries where there are no national societies can apply for an individual membership. CIGR will collaborate with them to promote the installation of a national society in the respective countries. In countries where more than ten specialists in Agricultural and Biosystems Engineering exist and are interested to be affiliated to CIGR, the establishment of a National Association/Society has to be promoted. When a national society exists in a country, individual members are not accepted.
5. International agencies, enterprises, societies, and other organizations or institutions involved in Agricultural and Biosystems Engineering activities and pursuing goals compatible with those of CIGR can become affiliated to CIGR as corporate members.
6. A restricted number of persons that have special merits in favor of CIGR may receive the title of Honorary Member by the General Assembly and thus become members for life.
7. Applications for membership are approved by the General Assembly (Art. 8c). Termination of membership takes place by a written request to the General Secretariat by October 31 of the year in effect; or a decision of the Executive Board to be confirmed by the General Assembly.
8. Members referred in No. 1 of this article pay fees as established by the General Assembly. (Except for Honorary members).

Article 4: CIGR member organizations

1. CIGR regional and national affiliated societies are autonomous organizations having their own statutes and internal regulations, but these should be consistent to those of CIGR in order to act as CIGR regional or national organizations.
2. Every member of a regional or national society that is member of CIGR is member of CIGR as well, thus being entitled to use all CIGR facilities and services at special membership conditions as well as to be elected to any CIGR body.
3. The rights of a CIGR Member Organization are to:
 - a. receive from CIGR all current information produced by the CIGR General Secretariat about activities of scientific, technical and professional interest within all Networking Systems e.g. through the CIGR Newsletter, website or other information service provided to members;

- b. represent CIGR in its own region or country;
 - c. use of the CIGR logo or any form of CIGR representation is limited to CIGR business approved by the Presidium;
 - d. nominate its representatives in the General Assembly (Chapter III, Art. 7);
 - e. propose members for the Governing Bodies of CIGR (Art. 5);
 - f. propose members for the Boards of the Technical Sections (Art. 13);
 - g. propose a candidate for Secretary General and the location of the General Secretariat (Art. 11);
 - h. directly organise CIGR activities or to promote participation of its members in the various CIGR activities;
 - i. promote and to participate in the various Working Groups;
 - j. propose specific activities to be carried out by CIGR, including activities of the CIGR Sections and Working Groups;
 - k. to make use of the CIGR information service and facilities, with particular reference to the Website, and to special conditions for the acquisition of publications as well as for the registration fees at congresses, conferences and other meetings organized by CIGR and/or by its Member Organizations.
 - l. The duties of a CIGR member Organization are to:
 - m. support the CIGR General Secretariat and the Secretary General with adequate and up-dated information on activities carried out, with particular reference to forthcoming activities;
 - n. provide in time the CIGR General Secretariat with information on intended dates and topics of incoming conferences, seminars, symposia, and workshops for international participation and corresponding dissemination through the CIGR information system;
 - o. support the Presidium, the Executive Board and the Sections Boards in their activities;
 - p. support CIGR by promoting initiatives or activities that fall in the scope of CIGR as referred in Chapter I, Art. 2;
 - q. provide the CIGR General Secretariat with a list of its national member societies in case of regional societies, and of the individual members of national societies, by 31st October of each year and to
 - r. support CIGR with a yearly fee.
4. The number of full members of each regional and national society that are also members of CIGR is the base for calculating the annual fee and the number of votes of that member organization.
 5. The rights and duties of corporate members (as defined in Chapter II, Article 3, number 5.) are similar to those of national societies.

Article 5: Governing bodies

- 1) The Governing Bodies of CIGR are:
 - a. the General Assembly (Chapter III);
 - b. the Presidium (Chapter III, IV);
 - c. the Executive Board (Chapter III, V);
 - d. the Auditors (Chapter VI);
 - e. the Technical Board (Chapter III, Art. 16);
 - f. Affiliated body: The International Academy of Agricultural and Biosystems Engineering.

- 2) The administration and the financial bookkeeping are carried out by a *General Secretariat* (Chapter VI).

III - GENERAL ASSEMBLY

Article 6: Composition

1. The General Assembly of CIGR consists of
 - a. the President, the Past President and the Incoming President;
 - b. one Representative of each Regional or Multinational Society;
 - c. one Representative of each National Society;
 - d. one Representative of the individual members referred in Chapter II, No. 4 of Art. 3.;
 - e. one Representative of the individual members of a UN organization (e.g. FAO and UNIDO) having a relevant mandate to CIGR;
 - f. one Representative of each corporate member;
 - g. the Chairs of the Technical Sections Boards;
 - h. the Honorary Presidents of CIGR;
 - i. the Secretary General who acts as Secretary of the Assembly.
2. Representatives of related International Organizations with interest in co-operating with CIGR can take part as observers.
3. The General Assembly, representing all members, is chaired by the President of CIGR and, in his absence, by the Past-President or the Incoming President in this order.
4. The General Assembly meets every second year or as needed.
5. The agenda to be discussed by the General Assembly is prepared by the General Secretariat in collaboration with the Presidium and the Executive Board, and has to be known by the delegates at least two months before the session.

Article 7: Voting, elections, periods of duty

1. Voting in the General Assembly is done by the respective members referred in Chapter III, No. 1 of Art 6 and the respective rights to vote are as follows:
 - a. Each Regional and National Member society has a number of votes proportional to the number of their individual members. These societies must update information on the respective number of members one month prior to a General Assembly meeting;
 - b. The representatives of the individual members have only one vote each;
 - c. The representatives of the corporate members have one vote for each represented corporate member;
 - d. The Honorary Presidents of CIGR have one vote each;
 - e. The President, the Past President, the Incoming President and the Secretary General have one vote each.
2. In case of a tie vote the President will vote.
3. Decisions are taken by simple majority, except in the case of dissolving (Chapter XII, Art. 27). Voting on persons is done by secret ballots, on affairs open roll call is accepted.
4. Voting can be done in advance by correspondence. The General Secretariat communicates to the members referred in Chapter III, Art. 6, sending them the agenda and the rules for voting by correspondence, which have to assure fairness and transparency of the process.
5. For the election of the Executive Board, the General Secretariat will produce a call at least five months in advance of the General Assembly. Proposals are made by the CIGR member organizations and the Presidium to the General Secretariat at least three months in advance of the General Assembly. From these proposals, the Presidium (see Chapter IV, Art.9) will

- prepare a list to be provided to the General Assembly, which can be voted as a whole or partially.
6. For the election of the President and the Secretary General, the General Secretariat will produce a call at least five months in advance of the General Assembly. Proposals are made by the CIGR member organizations and the Presidium to the General Secretariat at least three months in advance of the General Assembly.
 7. The President is elected for a six-year term, to serve as: Incoming President, President, and Past President; two years in each position and cannot be re-elected. The Presidents, while members of the Presidium, should not belong to the same organization and shall be chosen from different geographical areas of the world.
 8. The other members of the Executive Board are elected every four years and can be re-elected once.
 9. The election of the Secretary-General is based primarily on his/her qualifications in combination with the location and facilities offered to the General Secretariat. The time of duty is four years and is re-electable.
 10. The General Assembly elects the Auditors every four years based on a proposal of the Presidium and the Executive Board. They are re-electable once.
 11. All elected officers initiate their functions January 1 of the year following their election.

Article 8: Tasks

The main tasks of the General Assembly are to:

1. govern CIGR in principle lines, taking into account: developments in Agricultural and Biosystems Engineering and allied sciences; general developments in international relations; other conditions that can be served by the profession through CIGR; and the relationships among the regional and national societies and relative to CIGR;
2. define the activities to be carried out in favor of Agricultural and Biosystems Engineering development;
3. admit new members and to decide on their termination;
4. elect CIGR officers and to establish the location of the General Secretariat;
5. nominate three Auditors;
6. nominate Honorary Members following the propositions made by the Executive Board and/or the Presidium;
7. ratify Honorary Presidents as proposed by the Presidium;
8. ratify Fellows as proposed by the Presidium;
9. recognise or give further awards as proposed by the Presidium;
10. approve the technical and financial reports and budgets of the previous biennium and for the next biennium as presented by the General Secretariat and to;
11. decide on fees, levies and other income-sources as proposed by the Executive Board and/or the Presidium.

IV - PRESIDIUUM

Article 9: Composition and duties

1. The Presidium consists of the President, the Past President, the Incoming President and the Secretary General.
2. The President is the official representative of CIGR. In his/her absence, the Past President or the Incoming President will, in this order, replace him/her.

3. The Presidium is charged to directly manage the CIGR activities following the guidelines approved by the Executive Board and the General Assembly. It meets yearly or more often if required.
4. The main duties of the Presidium are to:
 - a. manage CIGR according to its purposes and scope, following the decisions and advice of the General Assembly and the Executive Board;
 - b. take adequate initiatives for strengthening of CIGR and its activities;
 - c. support and stimulate the activities of the Technical Sections, mainly concerning the respective boards, and to stimulate the creation of new ones in areas of emerging interest for Agricultural and Biosystems Engineering and CIGR;
 - d. support the Ejournal of CIGR, including the collaboration of Technical Sections and members relative to the successful continuation of the journal, as well as other scientific and technical publications such as the CIGR Handbook;
 - e. to support the information system of CIGR, namely the Newsletter and the Website and stimulate the members and Technical Sections and Working Group to use and support these services;
 - f. harmonise - on a world-wide basis - the activities of Regional and National associations relative to promoting cooperation among them and with CIGR;
 - g. promote collaboration with other relevant organizations, including the UN system (e.g. FAO and UNIDO) and other international societies;
 - h. assure adequate representation of CIGR at relevant events;
 - i. through the General Secretariat, to prepare for General Assembly meetings and elections, and to submit for approval to the Executive Board and the General Assembly the technical and financial reports on the previous biennium and for the next biennium and to;
 - j. promote sectional, inter sectional and/or interregional Working Groups to carry out specific activities of interest for the profession and CIGR, including those proposed by the member societies or following the lines approved by the Executive Board and the General Assembly.
5. The group of Honorary Presidents, assists and advises the Presidium on delicate matters relative to the successful achievement of CIGR goals, on strategies to strengthen CIGR, or to solve conflicts relative to member societies. It meets annually or as required with the Presidium and is chaired by the Past President. Meetings may be called by any member or the Presidium.

V - EXECUTIVE BOARD

Article 10: Composition and duties

1. The Executive Board consists of the Presidium and of members selected as follows:
 - a. one member representing each Regional Society;
 - b. five members representing the National Societies not represented in the Presidium;
 - c. one member representing the corporate and individual members;
 - d. one member representing the Technical Sections Boards;
 - e. one member in charge of coordinating the Working Groups and other ad hoc committees;
 - f. several members co-opted by the Presidium and the Executive Board.
2. The President chairs the Board assisted by the Secretary General.
3. The Executive Board meets at least once a year.
4. The main tasks of the Executive Board are to:

- a. decide primary management activities of CIGR according to its objectives (Chapter I, Art. 2) and the decisions of the General Assembly, and to take adequate initiatives in that respect, including those relative to Congresses, International Conferences, the CIGR Ejournal and other publications;
- b. harmonise - on a world-wide basis - the activities of the Regional and National societies and to promote the co-operation among them, as well as with other relevant organizations;
- c. support and implement the CIGR activities through the Technical Sections and Working Groups, including revising their activities and promoting the creation of new ones according to the lines approved by the General Assembly;
- d. provide for adequate representation of CIGR in relevant events;
- e. prepare with the Presidium the General Assembly agenda and the elections;
- f. present for approval to the General Assembly the technical and financial reports on the previous biennium and for the next biennium after submission by the Presidium and to;
- g. promote dissemination of CIGR information and services, mainly the CIGR Newsletter and Website.

VI - GENERAL SECRETARIAT AND AUDITING

Article 11: General Secretariat

1. The location of the General Secretariat coincides with the working place of the Secretary General, who is responsible for running the General Secretariat in accordance with the statutes.
2. The main tasks of the Secretary General are to:
 - a. carry out the decisions made by the General Assembly, the Executive Board and the Presidium;
 - b. prepare, according to the decisions of the Executive Board and of the Presidium, the agenda to be discussed in both bodies and in the General Assembly, as well as adequate documents for this purpose;
 - c. prepare minutes of various Board meetings highlighting the major decisions and follow action required;
 - d. maintain and update a membership mailing list for all member organizations and individuals within CIGR;
 - e. give member service within CIGR in co-operation with the Member Organizations;
 - f. perform, as treasurer of CIGR, and maintain sound financial management;
 - g. prepare the technical and financial reports and budget proposals, to be approved by the Executive Board and the General Assembly, and to contact and assist the Auditors on this matter;
 - h. disseminate adequate reports and information on CIGR and member organizations activities among the Regional and National societies, Individuals and Corporate Members as well as outside, mainly through the Newsletter and Website;
 - i. support and supervise the carrying out of paid services and publication of proceedings and reports;
 - j. assist the coordinator and editors of the CIGR Ejournal and the editors of the CIGR publications and to;
 - k. keep adequate supervision on financial and managerial aspects relative to the CIGR Congresses and International Conferences.

Article 12: Auditing

1. Auditing is carried out by the three elected Auditors with the following tasks to:
 - a. a) control yearly the financial management of CIGR;
 - b. b) comment on budgeting in the view of financing in the future and to;
 - c. c) report on these two items to the Executive Board yearly and to the General Assembly per biennium in proper time for approval.
2. The Secretary General, acting as Treasurer, assists the Auditors.
3. Auditing by a professional auditing office can take place if circumstances require and the General Assembly decides to follow up.

VII - TECHNICAL SECTIONS AND TECHNICAL BOARD

Article 13: Technical Sections

1. The development of the different scientific and technical fields relative to Agricultural and Biosystems Engineering is performed by the CIGR Technical Sections. They are the essential working bodies of CIGR, give dynamics to it and produce visibility of its technical and scientific work.
2. The Technical Sections are organized according to specific fields of Agricultural and Biosystems Engineering science and technology, or horizontally crossing several of these fields. The numbers and tasks of sections will be modified over time in accordance with the state-of-the-art developments. In 2008, they are as follows:
 - Section I: Land and Water Engineering
 - Section II: Farm Buildings, Equipment, Structures and Environment
 - Section III: Equipment Engineering for Plants
 - Section IV: Energy in Agriculture
 - Section V: Management, Ergonomics and System Engineering
 - Section VI: Post-harvest Technology and Process Engineering
 - Section VII: Information Systems
3. New Technical Sections may be created upon the initiative of a group of members, the Presidium or the Executive Board. The decision is taken by the General Assembly based on a written proposal giving the appropriate justification and a list of potential members, which has to be previously approved by the Presidium and the Executive Board.
4. The activities to be carried out by the Technical Sections include the study and development of specific subjects, organization of scientific and technical meetings - directly or in cooperation with other organizations or member societies -, publication of study reports and proceedings, sponsoring of scientific and technical events initiated by other international organizations, as well as other activities aimed at achieving the goals of CIGR. In addition, they have to assist the editorial and reviewing activities of the CIGR Ejournal and other CIGR publications,
5. The mission statement, objectives, scope, and program of activities of each Technical Section, as well as its designation if required, have to be updated every four years or every two years upon internal decision to be disseminated at time of the CIGR Congresses or Conferences through the Website and the Newsletter after approval by the Technical Board, the Presidium and the Executive Board.
6. Support the Ejournal by naming one or more qualified Section Editors whose primary task is to select 3 or more qualified reviewers for each manuscript that is submitted within the scope of the Section. Enter reviewer names and email addresses in the Open Journal System.
7. Annual reports, including performed and planned activities, shall be prepared for discussion in the Technical Board and the Presidium. Annual reports shall be disseminated through the

Website and the Newsletter. Only specific relevant aspects may be submitted for decision by the Executive Board through the Presidium, otherwise the reports are used for information and support by the Executive Board

8. Each individual member of CIGR - as defined in Section II, Nr. 2 of art. 4 - can join one or possibly no more than two Technical Sections following his/her own field of interest, without any extra fee payment.
9. The establishment and the dissolving of the Technical Sections must be proposed by the Executive Board and ratified by the General Assembly.
10. For the operation of the Technical Sections, see the document "Rules for operation of CIGR's Technical Sections".

Article 14: Section Boards

1. Each Technical Section is managed by a Section Board formed by the Chair, one Vice Chair, one Secretary and normally up to 16 members including the chair, vice-chair and secretary members. In addition, liaison members, representing other technical or scientific societies and CIGR Working Groups relative to similar or related fields of science and technology, may also be part of the Section Boards.
2. The Section Boards may also appoint Honorary Chairs or Honorary Members. These can take part in the Section Board Meetings as guests without vote, but are likewise integrated in the Section's work and information exchange as the regular Board Members.
3. The members of the Boards are proposed by the members of each Section, including propositions made by the national and regional societies, on the basis of criteria of the maximum geographical representation. At the latest one year before the term is out, the sitting Board makes a proposal for membership for the next term, taking into account the scientific quality of the members as well as a balanced geographical world-wide representation. It is preferable that about half of the section board members are elected every four years so that the continuity of the section activities is secured. It is aimed that every Regional Society is represented by at least one member in all Section Boards.
4. Normally no more than one representative per each member Organization can be member of each Section Board.
5. The proposed lists are examined by the Presidium and the Executive Board of CIGR and submitted for approval to the General Assembly. The time of duty for the members is four years. The Members can be re-elected for a second period. The Chair cannot be re-elected in the same position except in special circumstances approved by the Presidium and Executive board.
6. Board members can be replaced by the Presidium.
7. The participation of young qualified scientists or technicians in Section's Boards shall be promoted.
8. The Section Boards should meet every year to review the activities performed and plan new activities as well as for selecting new members, replacing inactive members and replacing members at end of mandate period. A report of the meetings, including information about activities performed and the plans shall be prepared by the Secretary to be submitted to the Presidium and then be disseminated through the CIGR Newsletter and/or the CIGR Website. It is desirable that Board meetings in years of CIGR Congresses and International Conferences be scheduled concurrently with these events.

To facilitate the Board meetings, an Agenda must be prepared some months in advance and, since meetings are open to any interested person (as guest without vote), be publicized through

the General Secretariat and the CIGR Website. The agenda should be available in time to the Presidium to allow the CIGR President to ask the chair to deal with any issues relevant to CIGR.

Article 15: Section Chairpersons

1. The Section Chairpersons, which are the Chair, one Vice Chair and one Secretary, are elected in the years of Congresses for 4-year terms, or exceptionally when an officer is unable to continue his/her duties. The Chairpersons are elected by the Board members according to their capability and willingness to perform the respective duties and the election is ratified by the Executive Board and the General Assembly after proposal by the Presidium.
2. Because the Technical Sections are the main operational bodies of CIGR, it is desirable that the Chairpersons communicate frequently with the Presidium.
3. The duties of each Chairperson are to:
 - a. establish good internal communication among members in between meetings;
 - b. ensure the collaboration of the Section with the organizers of CIGR Congresses and International Conferences;
 - c. assist the CIGR Ejournal editor in selecting qualified reviewers prompt manuscript reviewing;
 - d. ensure the publication of papers presented at events organized by the Section, including in the CIGR Ejournal;
 - e. assure the contacts with the General Secretariat for updating the Section's page in the CIGR Website and to timely publish the appropriate information on Section's activities in the Newsletter;
 - f. relate with the other Technical Sections and Working Groups;
 - g. represent the Section in sponsored or co-sponsored activities or with other societies and develop contacts to establish sponsoring or co-sponsoring meetings.
4. The duties described above may be assigned to any Board member when the Chairperson cannot fulfill the task.

Article 16: Technical Board

1. The Technical Board consists of the Presidium, the Chairs of the Technical Sections and the coordinator of the Working Groups. They will meet once a year. Every four years, one representative of the Technical Sections shall be elected to the Executive Board.
2. Its task consists in discussing scientific and technical activities and programs of the Technical Sections for harmonizing among them, implementing common events, and assuming common views and issues related to the life of CIGR and its strengthening. Propositions for improving the Technical Sections, activity including for funding specific administrative and other expenses, as well as the functioning of CIGR should be submitted to the Executive Board and the General Assembly.

Article 17: Affiliated body: The International Academy of Agricultural and Biosystems Engineering (iAABE)

1. iAABE is a body affiliated to CIGR composed of elected professionals of outstanding merit and ability.
2. The purpose of iAABE is to:
 - a. Identify and recognise individuals distinguished by their scientific and professional contributions to agricultural and biosystems engineering,
 - b. foster international cooperation and exchange of information,

- c. promote agricultural and biosystems engineering and other relevant science and technology,
 - d. stimulate international education and training in agricultural and biosystems engineering, and
 - e. promote international collaboration amongst agricultural and biosystems engineers, scientists, technologists and other related professionals.
3. iAABE is governed by the Statutes of iAABE.

VIII - CIGR ACTIVITIES

Article 18: Types of activities

In order to reach the goals stated in Chapter I, Art. 2, CIGR acknowledges the following main trans-regional activities:

1. the promotion, in accordance with Regional and National Societies, of a four-year Congress, a four-year International Conference, and scientific and technical symposia, seminars and workshops;
2. the co-ordination and dissemination of calendar of the various international events organized by its members as well as by other National and International Organizations through the Website and the Newsletter;
3. the establishment of ad-hoc international Working Groups for carrying out world-wide analyses and studies on educational, scientific, technical and economic subjects related to Agricultural and Biosystems Engineering as well as the functions of CIGR;
4. the dissemination of other information, including presentations of candidatures for election of CIGR officers, through the Newsletter, the Website and other means;
5. the publication and dissemination of CIGR publications such as printed or CD-ROM
6. proceedings and books, the Ejournal, as well as technical and scientific reports prepared by the CIGR working bodies;
7. the sponsoring or co-sponsoring of scientific meetings organized by other International Organizations;
8. the development of specific studies and projects.

Article 19: CIGR Congresses, Conferences and Meetings

1. CIGR organizes the following types of scientific meetings:
 - a. CIGR's World Congresses, every four-years covering a wide spectrum of Agricultural and Biosystems Engineering domains, usually in co-operation with a national or regional society;
 - b. International Conferences, also every four-years between the dates of World Congresses, and also dealing with wide scientific and technical subjects and co-organized with a national or regional society;
 - c. Section or inter-section meetings, organized by the Technical Sections and that may be of various formats, including inter-regional conferences, symposia or workshops, and that may be jointly organized with other international organizations or be part of the above mentioned CIGR meetings.
2. The CIGR meetings organized in strict co-operation with Regional or National affiliated societies shall be subject to agreement between CIGR and the organizing institutions relative to the financial, administrative and scientific share of responsibility. The meetings shall be supported by the Presidium, the Executive Board and the General Secretariat and, according to circumstances, may require decision of the General Assembly. CIGR meetings are open to

everyone interested, but members of CIGR shall have priority and participation facilities, including lower fees for members and reduced fees for young professionals.

3. The CIGR meetings referred under items a) and b) of No. 1 of this Article have a levy on participation to be paid to CIGR, the amount of which is decided by the General Assembly and shall be revised every two years.
4. According to the arrangements done with the organizers, the General Secretariat can assist in the publication and dissemination of the related proceedings in co-operation with the local member Organization.
5. The scientific content of the program of Congresses and International Conferences has to be prepared by the Presidium and the Executive Board in consultation with the Technical Board and the Section Boards together with the organizing body in the region and/or country concerned. Each member organization and the Technical Sections can propose to the Presidium topics that they wish to be included in the Congress program, as well as their contributions.

Article 20: Participation in other international meetings

1. As referred above, CIGR can sponsor or co-sponsor international meetings organized by other organizations when the meetings have appropriate scientific and technical standards, international dimension and may effectively contribute to the goals of CIGR. When the meetings program covers several Agricultural and Biosystems Engineering subjects, sponsoring is directly by CIGR General Secretariat; Otherwise it is made by the CIGR Technical Sections. When the nature and scope of the meeting justifies, CIGR can also act as co-organizer.
2. The experts participating to these meetings as official CIGR representatives are appointed by the President of CIGR or the Chair(s) of the relevant Technical Section(s). They must report the results of the meetings to the General Secretariat for publication in the Newsletter.
3. The Presidium and the General Secretariat have to be informed by the Section Chairs about the initiatives taken to co-organise, sponsor or co-sponsor the meetings.
4. The Executive Board may suggest rules to guarantee the quality of meetings to be co-organized or sponsored.

Article 21: Working groups

1. Working Groups for inter sectional or sectional worldwide problems are established by the Executive Board to develop activities in areas not well covered by the Technical Sections, including emerging areas, education, training and other horizontal field areas. For example, abstracts of proposed presentations must be approved by the Technical Organizing Committee prior to acceptance on the program.
2. Initiatives for working groups may come from any group of CIGR members and new working groups will be initiated in cooperation with the CIGR Working Group coordinator.
3. The Executive Board member in charge of coordinating the Working Groups, as well as the Presidium, shall propose to the Executive Board the creation, change or dissolution of the Working Groups.
4. The participants in Working Groups are not funded by CIGR but the General Secretariat can support the respective administrative or publication expenses according to decisions by the Executive Board.
5. Participation of representatives of CIGR in Working Groups organized by or in cooperation with other organizations must be approved by the Presidium.

6. The results of the activities carried out and published by the Working Group leading to comprehensive reports will be distributed by the CIGR General Secretariat.

Article 22: Reporting and documentation

1. Organizers of CIGR meetings will provide the General Secretariat with an original copy or electronic file of the relevant proceedings. The proceedings and reports must follow standard guidelines provided by the Executive Board. The same applies to the technical reports prepared by the Technical Sections and Working Groups.
2. The General Secretariat will provide for the publication of regular Newsletters in various languages to be distributed to the members and made available through the Website.

Article 23: Paid studies and consultation services

CIGR can carry out, through specific working groups or ad hoc committees, studies on subjects falling within its scope on demand of external private and public enterprises or international organizations. The related financial aspects are directly regulated by the Presidium.

IX - LANGUAGES

Article 24: Working language

English is the working language of CIGR. Other languages may be used when required, namely for the Newsletter and the Website. In scientific meetings the language of the hosting country may exceptionally also be used, provided that adequate English translation is available; and all the accepted papers must have an English version.

X- FINANCES

Article 25: Sources

1. The financial resources of CIGR are:
 - a. annual fees from affiliated Regional/National Societies;
 - b. annual fees from Individual Members;
 - c. annual fees from Corporate Members;
 - d. levies on participation fees of meetings;
 - e. income from deposits;
 - f. income from selling of publications and royalties;
 - g. income from special services;
 - h. income from the contribution fee for proceedings;
 - i. any other legal contributions and income.
2. The levels of fees and levies are decided by the General Assembly on the proposal of the Executive Board.

Article 26: Expenditures

The expenditures of CIGR are based on a yearly budget proposed by the Secretary General. They include:

1. administration costs of the General Secretariat;
2. general costs for the meetings of the General Assembly, the Executive Board, the Presidium and the Technical Board;
3. specific costs of representation;

4. payment for member service materials;
5. specific costs of WG's and ad hoc committees;
6. publication of reports, handbooks, electronic journals and newsletters;
7. travel expenses for the General Secretariat upon approval of the Executive Board;
8. costs of the Website;
9. other legal expenses.

XI – CHANGES TO STATUTES

Article 27: Changes to the Statutes

1. Changes to the Statutes can be proposed by:
 - a. the Presidium;
 - b. the Executive Board;
 - c. any Regional or National Society when supported by at least two other members.
2. Proposals shall be presented in a written form to the Presidium that will analyze them and will submit to the Executive Board for advice.
3. The proposals after approval by the Executive Board must be discussed and approved in the General Assembly by simple majority after being brought to the knowledge of all members at least two months ahead of the meeting concerned.

XII - DISSOLUTION

Article 28: Procedure

1. A proposal to dissolve CIGR can be done in written form by any Regional or National Society, supported by at least four others. This proposal is discussed in the Executive Board and prepared for decision in the General Assembly. This decision must include regulations about the financial position of CIGR.
2. The proposal for dissolving must be brought to the knowledge of the General Assembly at least four months ahead of the date on which it is convened. In voting a majority of at least two-thirds of the votes is needed for a decision to dissolve. Votes by correspondence are not allowed in this matter.

XIII - COMING INTO OPERATION

Article 29: Date

Approved by the General Assembly, Fox do Iguassu, Brazil, September 3rd, 2008. Date of implementation, January 1, 2009. In general, new Statutes and changes in Statutes become effective January 1 of the year following their approval by the General Assembly.

Revision History

CIGR Statutes:

Effective from 5 August 1930

First Revision of CIGR Statutes:

Approved by the GA in 1994 at Milan, Italy

Effective from 1 January 1995

*Second Revision of CIGR Statutes:
Approved by the GA in 2000 at Tsukuba, Japan
Effective from 1 January 2001*

*Third Revision of CIGR Statutes:Coordinator: Prof. Søren Pedersen
Approved by the GA in 2008 at Iguassu Falls City, Brazil
Effective from 1 January 2009*

*Partial Revision of CIGR Statutes: Article 10. 1 f) Approved by the GA in 2010 at Quebec City,
Canada Effective from 15 June 2010*

*Fourth Revision of CIGR Statutes:
Proposer: Prof. Da-Wen Sun
Inclusion of iAABE as an affiliated body: Article 17
Renumbering of Articles 18-29
Approved by the GA in 2016, Aarhus, Denmark
Effective from 1 January 2017*