



CIGRE Statutes

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STATUTES¹

These Statutes describe the objectives and governance of CIGRE. They are developed in the Official Document “Rules of Procedure” drawn up by the Administrative Council of CIGRE.

Article 1 - Formation

A permanent international association is set up under the name of 'International Council on Large Electric Systems' to be known in short as 'CIGRE'. It is governed by the French law of 1st July 1901 on Associations. Its duration is not limited. Its Head Office -the Central Office- is in Paris and may be moved by decision of the Administrative Council.

Article 2 - Objectives

CIGRE aims to:

- a) Develop and facilitate the exchange of engineering knowledge and information in the field of electric power systems;
- b) Add value to the knowledge and information exchanged by synthesising state-of-art and world practices;
- c) Make CIGRE’s work available to the players of the Electric Power Industry: specialists as well as managers, decision-makers, regulators and academia;
- d) Promote and give direction to original research relevant to electric power systems.

More specifically, issues related to the development, operation and management of power systems, as well as the design, construction, maintenance and disposal of equipment and plants are at the core of CIGRE’s mission.

Article 3 – Methods

CIGRE achieves its objects by all appropriate methods, notably as follows:

- a) It organises, every two years, a conference known as 'Session', as set out in the “General Rules for Sessions”;
- b) In the years without a Session it organises ‘Symposia’ as set out in the “Organisation of CIGRE Symposia”;
- c) It provides a means of addressing issues particular to countries or regions through the action of its National Committees and Regions;
- d) Through its Study Committees it carries out and encourages international investigations and sharing of knowledge;

¹ Approved by the Constituent Assembly of June 18, 1931 and amended by the General Assemblies of June 18, 1933, June 30, 1939, July 3, 1946, June 18, 1966, September 6, 1972, August 26, 1974, September 3, 1984, August 27, 1990, August 31, 1992, August 29, 1994, August 28, 2000, August 26, 2002, August 28, 2006, August 25, 2014, December 14, 2015 and August 22, 2016.

- e) It creates and maintains friendly relations between associations, administrations, engineers, academics, researchers and manufacturers in all countries, experienced in the matters as set out in Article 2 above;
- f) It collaborates with other international organisations of related interests such as IEC;
- g) It publishes the papers related to the Sessions and Symposia and the results of the Study Committees' work;

It ensures the financial resources necessary for its functioning, as set out in Article 18.

Article 4 – Membership / Membership fees

CIGRE recruits its members from those who are interested in its objects as defined in Article 2. It includes three categories of members:

- a) Individual members
 - Category I: ordinary individual member
 - Category II: young member
 - Category III: student member
- b) Collective members who may be:
 - Public or private enterprises of an industrial or commercial nature
 - Establishments for higher education or research
 - Government departments
 - Scientific or technical associations.

Category I: ordinary collective member
Category II: academia collective member
- c) Honorary members who are individual members elected by the Administrative Council in recognition of especially distinguished services to CIGRE.

Collective and individual members will pay annual fees, which cover the period January 1st to December 31st, at rates to be approved by the General Assembly. Honorary members will pay no membership fee.

Admission to CIGRE as an individual or collective member is agreed by the Secretary General on behalf of the Administrative Council. If a National Committee exists in a country, any application for membership (or its renewal) from that country and the associated membership fees must be forwarded through this Committee. If the country has no National Committee they must be sent directly to the CIGRE Central Office.

Members must pay their membership fee within the first three months of the year period covered by this fee. If a fee remains unpaid after three months the membership will lapse. The Secretary General, on behalf of the Administrative Council will be empowered to reinstate any member in that year period, on receipt of payment of arrears by the Central Office before mid-November of that year. This reinstatement will not give right to receiving hard copies of back issues of Electra.

A new member is admitted as soon as he/she has paid the annual membership fee.
If a new member joins after 1st October, he/she is considered as a member throughout the period ending on 31st December of the following year.

Article 5 – Advantages of membership

The most significant advantage in membership is free access to knowledge contained in CIGRE publications and, through formal and informal relationships, the opportunity of exchanging worldwide information on the running of Power Systems. In the case of collective members these advantages are extended to the overall collective members' staff, in acknowledgement of their contribution to the Association;

The Administrative Council specifies the advantages granted to members of CIGRE:

- a) To receive free of charge the technical journal 'ELECTRA', which gives information on the activities of CIGRE;
- b) To receive free of charge the directory of CIGRE members, with the related networking opportunities;
- c) To put forward Session papers as main author;
- d) To be appointed as a member of a Study Committee, and more generally to actively take part in the technical work within CIGRE ;
- e) To have access to papers reserved to members;
- f) To benefit from reduced rates on registration to CIGRE events as specified in the documents Rules for Sessions and Rules for Symposia;
- g) To obtain CIGRE publications at reduced prices or free of charge;
- h) To apply to the Central Office of CIGRE for any information which the Central Office may be able to supply or obtain; to receive from the Central Office introduction to CIGRE members in all countries, and thus to obtain assistance.

Article 6 - Organisation of CIGRE

The main Bodies of CIGRE are the General Assembly, the Administrative Council, the Steering Committee, the Technical Council, the Study Committees and the National Committees; a permanently staffed Central Office is headed by a Secretary General.

Article 7 – General Assembly

A General Assembly of the members of CIGRE will be called at least once a year.

A General Assembly may take place by correspondence. This correspondence may be undertaken electronically, or by other conventional or modern means.

The members of CIGRE will meet in a General Assembly, in person every two years, at the time of the biennial Session.

The General Assembly:

- a) Receives the activity report and annual accounts of the preceding financial period, presented by the Administrative Council;
- b) Receives the reports presented by the Statutory Auditor (special report on regulated agreements and report on the financial statements);
- c) Considers and, if agreed, approves the financial statements of CIGRE (balance sheet, income statement and appendices);
- d) Approves the membership of the Administrative Council at the time of the Session;

- e) Appoints, as required by law, the Statutory Auditor and substitute Statutory Auditor, who must not be members of the Administrative Council, or employees of CIGRE;
- f) Sets the rates of the annual membership fees;
- g) Considers and, if agreed, approves modifications of CIGRE Statutes proposed by the Administrative Council.

The General Assembly will be called by the Secretary General, via the CIGRE standard communication media (Electra, and/or email, newsletter...), at least one month before the date set. The agenda will be sent with the calling notice; no question may be submitted to the General Assembly without having been previously considered by the Administrative Council.

The President of CIGRE will preside over the General Assembly. In case of unavailability of the President the Administrative Council will elect one of its members to preside for that meeting only.

With the exception of amendments of the Statutes, decisions of the General Assembly are taken by a simple majority of the votes of those present or represented at the meeting, these being counted as set out below, no quorum being required. In the case of equal division of votes, the President has the casting vote. In the case of amendments of the Statutes, decisions will require two-thirds of the votes of those participating in the General Assembly.

At a General Assembly each individual member has one vote (one half vote for an individual member II) and each collective member is entitled to six votes (three votes for a collective member II).

Voting by proxy is not permitted when it takes place by correspondence.

Article 8. – Extraordinary General Assembly

An Extraordinary General Assembly may be called by the Secretary General, at the request of the Administrative Council, or at the request of at least 50 members belonging to at least four different National Committees, at a minimum of three months' notice.

The Agenda and any supporting papers must be sent out with the notice calling the meeting and the discussion at the meeting will be strictly confined to the Agenda items for which due notice has been given.

An Extraordinary General Assembly may take place by correspondence. This correspondence may be undertaken electronically, or by other conventional or modern means.

Article 9 – Administrative Council

A. Appointment / Nomination

The Administrative Council is made up of members approved by the General Assembly.

National Committee representatives are proposed by their respective National Committees.

The Administrative Council stays in office from the time of its appointment until the following General Assembly at the time of the Session.

B. Membership

The composition of the Administrative Council will be as follows:

- a) The President;
- b) One representative of each recognized National Committee, approved by the General Assembly, who will be a Regular member or an Observer member, as specified in the “Rules of Procedure”;
- c) The Treasurer and the Technical Council Chairperson, without voting right, unless they have been nominated to represent their National Committee;
- d) The past Presidents of CIGRE without voting right, unless they have been nominated to represent their NCs;
- e) The President of the International Electrotechnical Commission and, whenever appropriate, of other adjoining Organisations, without voting right.

Members must be individual members of CIGRE.

Vacancies may be filled by decision of the Administrative Council itself, on the proposition of the National Committee concerned.

The Administrative Council is chaired by the President of CIGRE who is elected under the conditions laid down in Article 10.

In the absence of the President, the Administrative Council will elect one of its members to chair for that meeting only.

C. Meetings and decision process

The Administrative Council will meet at least once a year. During the Session there will be two meetings of the Administrative Council, one for the outgoing Administrative Council and one for the newly approved Administrative Council. More meetings may be called in the interval between Sessions at the request of the President, or of Administrative Council members from at least four National Committees.

In meetings of the Administrative Council the quorum will consist of more than one half of the Administrative Council total votes; decisions will be taken by a simple majority of the votes of members present. The President does not vote, but if the votes are equally divided, the President will decide on the action to be taken. Voting by proxy is not permitted.

Only Regular Members can vote, in accordance with a weighting system, as defined in the “Rules of Procedure”.

In the unavoidable absence of any member, his National Committee, by prior arrangement with the President, may put forward a substitute with right of vote for that meeting only.

In certain circumstances, specified in the “Rules of Procedure”, members of the Administrative Council may be asked to vote by correspondence.

D. Reporting

The Administrative Council reports to the General Assembly.

E. Duties

The operations of CIGRE will be supervised by the Administrative Council.

The main tasks of the Administrative Council are:

- To elect from its members a Chairperson who will be the President of CIGRE;
- To elect the Treasurer;
- To elect the Technical Council Chairperson;

- To appoint the Steering Committee members (Article 11);
- To propose changes of the Statutes to the General Assembly;
- To decide on Rules of Procedure;
- To approve the budget;
- To discuss and approve CIGRE's strategy;
- To supervise the preparation of the General Assembly;
- To provide the report on the management and accounts of the preceding financial period and present to the General Assembly.

Article 10 - President

The Administrative Council will elect from its members a Chairperson who will be the President of CIGRE.

Voting will be by secret ballot in an Administrative Council meeting, according to the "Rules of Procedure".

The term of office is two years, renewable not more than once.

The election of a new President creates a vacancy on the Administrative Council, which is filled in accordance with the provisions of Article 9.

The President will preside at meetings of the General Assembly, the Administrative Council and the Steering Committee and also of any Extraordinary General Assembly.

In the case of death, incapacity or resignation of the President, the Administrative Council will immediately proceed to the election of a successor, for the remaining part of the mandate, if necessary by correspondence. Pending this election, the Steering Committee may elect one of its members to be acting President with appropriate powers to ensure continuity of the work.

Article 11. – Steering Committee

A. Appointment / Nomination

The Steering Committee is appointed by the Administrative Council as the executive body of the Association.

The members of the Steering Committee are appointed from the members of the Administrative Council at the first meeting after the General Assembly.

The Secretary General will consult the National Committees and draw up the list of the candidates. Members of the Administrative Council wishing to join the Steering Committee must apply for a seat.

Expectations on contributions from members are listed in the Rules of Procedure (Rule 8).

B. Membership

The composition is as follows:

- a) The President, as Chairperson;
- b) The Treasurer and the Chairperson of the Technical Council;
- c) The Secretary General without voting right;
- d) Twelve other members, nominated by the Administrative Council from the members of the Administrative Council, as specified in the "Rules of Procedure".

These twelve members will be nominated for a period of two years by the newly appointed Administrative Council and it is recommended that they should not be re-appointed more than twice. There will not be two members belonging to the same National Committee.

C. Meetings and decision process

The Steering Committee meets at least once a year.

It can also function by correspondence between meetings. In such a case the Secretary General shall refer to it any question on which the President thinks it useful to consult the Steering Committee. The results of the consultation and the decisions taken shall be reported on by the Secretary General.

In case of voting every Steering Committee member has an equally weighted voting right. As given under B number 3, the Secretary General has no voting right.

A Steering Committee meeting is quorate if half of its members having a voting right are attending the meeting.

Members who cannot attend the meeting physically may participate in the vote by means of audio or video. Decisions are taken with a majority of 2/3 of the total number of members, the President having a casting vote.

In addition, in case of urgency, the Steering Committee may meet by electronic means or take decisions by correspondence if the President requests.

If no decision can be made by the Steering Committee, the President shall forward the issue to the Administrative Council.

D. Reporting

The Steering Committee will report its actions and recommendations to the next Administrative Council meeting. The Secretary General shall report activities and progress to the Administrative Council after each Steering Committee meeting.

E. Duties

The Steering Committee has the executive function and prepares the work of the Administrative Council. It is also responsible, by delegation of the Administrative Council, for such decisions as may be necessary for operation of the Association between the meetings of the Administrative Council.

The main duties of the Steering Committee are:

- a) To take all decisions of an administrative, financial or organizational nature, within the budget and the strategic plan;
- b) To guide the functioning of the Study Committees of which it is kept informed by the Chairperson of the Technical Council;
- c) To support the Administrative Council for the appointment of the Treasurer, of the Technical Council Chairperson and of the Study Committee Chairpersons;
- d) To appoint, in the name of the Administrative Council, Study Committee members upon joint proposal from the Chairperson of the Technical Council and the Secretary General (See "Rules for Study Committees");
- e) To recruit the Secretary General;
- f) To propose to the Administrative Council a strategic plan for CIGRE.

The duties of the Steering Committee are described in more detail in the Rules of Procedure (Rule 8).

Article 12 - Treasurer

The Administrative Council will elect a Treasurer from its members. The term of office is four years, renewable under exceptional circumstances for a further two year term. The Treasurer will also be titled Vice President Finance.

The Treasurer is appointed to give special attention to the financial policy of CIGRE. He/she will set the general financial directives for CIGRE and have a general oversight of financial performance with particular responsibility for future planning. The Treasurer will formally review the accounts and budgets prior to their submission by the Secretary General to the Steering Committee and Administrative Council.

Article 13 – Secretary General and Central Office

The Steering Committee will recruit a paid Secretary General who will have full authority for operational matters including:

- a) Administration of CIGRE finances in accordance with approved budgets and delegated authorities and achievement of budget objectives; submission of financial statements to the Steering Committee, Administrative Council and General Assembly, after auditing by the Statutory Auditor and formal review by the Treasurer if so required;
- b) Preparation of budgets and financial plans, firstly for formal review by the Treasurer, and then for submission to the Steering Committee and Administrative Council;
- c) Carrying out the processes for the election of officers as required by the “Rules of Procedure”;
- d) Liaison with National Committees and directly with members when there is no National Committee;
- e) Assistance to the activities of the Study Committees;
- f) Organisational and operational aspects of liaison with other International Organisations, in accordance with the policy of CIGRE;
- g) The editing and distribution of information through ELECTRA and other media;
- h) Preparations for the meetings of the Administrative Council, the Steering Committee, and the General Assembly; drawing up of the relevant Minutes; contribution to preparation of the Technical Council meetings;
- i) Relations with the media according to the policy of CIGRE;
- j) Organisation of the Sessions and of Symposia, and especially the collection and distribution of the papers and the publication of the Proceedings;
- k) Submitting reports as required by the Administrative Council, the Steering Committee and the General Assembly;
- l) The day-to-day administration of CIGRE with the help of Central Office staff placed under his authority.

The Secretary General will attend meetings of the Administrative Council, the Steering Committee and the Technical Council, but without voting rights.

The Secretary General reports to the President.

Article 14 – Technical Council

A. Appointment / Nomination

The Technical Council is appointed by the Administrative Council.

The Chairperson of the Technical Council will be elected by the Administrative Council for a four-year term, subject to one extension of two years under exceptional circumstances, on proposal of the Steering Committee. The Chairperson of the Technical Council will also be titled Vice President Technical.

B. Membership

The Technical Committee consists of:

- a) The Chairperson of the Technical Council;
- b) The Chairpersons of the Study Committees;
- c) Two representatives of the Administrative Council, elected by the Administrative Council from among its members, for a term of 2 years, with no extension;
- d) The Secretary General without voting right;
- e) The Secretary of the Technical Council appointed by the Chairperson of the Technical Council without voting right.

C. Meetings and decision process

The Technical Council meets at least once a year.

In the years when there is no Session, the meetings may be held in different countries, at a National Committee's invitation.

In the unavoidable absence of a Study Committee Chairperson at a Technical Council meeting, a regular member or the Secretary of the Study Committee will be accepted as a substitute.

A Technical Council meeting is quorate if half of its members are attending the meeting.

In case of voting, every Technical Council member has an equally weighted voting right.

Decisions are taken with a majority of 2/3 of the present members, the Technical Council Chairperson having a casting vote.

D. Reporting

The Chairperson of the Technical Council as member of the Steering Committee, will report and consult the Steering Committee, on the Technical Council activities and will forward common recommendations to the Administrative Council.

E. Duties

The main duties of the Technical Council are:

- a) Drawing up the Technical Committee Strategic Plan which will serve as a basis for definition of the Study Committees' fields of activity;
- b) Proposing, after consultation with the Steering Committee, to the Administrative Council the disbanding of a Study Committee, or the creation of a new Study Committee;
- c) Developing the preferential subjects for the Session and the topics for the symposia;

- d) Acting as a program committee for the Session and providing an assessment of the outcome of the Session;
- e) Keeping under review the work of the Study Committees and of the discussion meetings during the Sessions and Symposia;
- f) Undertaking on its own initiative, or at the request of the Administrative Council or the Steering Committee, any study relating to the functioning of the Study Committees;
- g) Acquainting itself with the particular needs of National Committees and Regions and ensure that these are adequately addressed.

The duties of the Technical Council are described in more detail in the Rules of Procedure.

Article 15 - Study Committees

The Study Committees are responsible for the study of all relevant aspects of electric power systems within their scope and for the organisation of their discussion meetings during the Sessions.

Their members are individual members of CIGRE and are appointed for two years by the Steering Committee on behalf of the Administrative Council, upon proposals by National Committees. They can be re-elected twice, and under exceptional circumstances, three times.

The Chairpersons of Study Committees are appointed by the Administrative Council (as provided for in the Rules of Procedure), for a term of four years, which may be extended for a further two years.

The Study Committees are set up by the Administrative Council and governed by Rules prescribed by the Administrative Council ("Rules for Study Committees").

Study Committees report to the Technical Council Chairperson.

Article 16 – National Committees

The members of CIGRE in any one country, or grouping of countries in a geographical area, may set up a National Committee.

A National Committee must be officially recognised by the Administrative Council, and it can be so only if its membership is at least forty individual members or some numerically equivalent combination of collective and individual members, as specified in the "Rules of Procedure".

The rights and functions of National Committees will be effective only once a National Committee is officially recognized. In general National Committees are set up to make CIGRE better known and further its interests in the country concerned. Examples of the particular functions which these Committees can perform are as follows:

- a) To act as an agency for the collection of members' fees, for forwarding to the Central Office;
- b) To propose papers for presentation at the Sessions (in accordance with the rules given in the "General Rules for Sessions");
- c) To encourage membership of CIGRE, to organise the representation of their country at Sessions and Symposia;
- d) To recommend persons for membership of Study Committees and to encourage expert collaboration within their respective countries, to support their Study Committee members through the formation of Panels of experts which reflect the work of the Study Committees;
- e) To encourage the organisation of meetings;
- f) To put forward members for election to the Administrative Council and the Steering Committee in accordance with the "Rules of Procedure".

Other functions of National Committees are given in the Rules of Procedure (Rule 12).

In no case may the rules of a National Committee be in conflict with these Statutes.

Article 17 - Regions

National Committees may come together to form a Region, which is designed to enhance technical cooperation between countries and to promote and develop CIGRE.

Geographical proximity is the primary motive for forming a Region, but other situations can be accommodated when they align with the basic objectives, i.e.:

- a) Contribute to the activities of the Study Committees, addressing and developing local issues;
- b) Organise Regional Meetings or other local meetings (Colloquia...);
- c) Coordinate with industry organisations;
- d) Coordinate contributions to CIGRE main events (Session, Symposia);
- e) Encourage and provide an incentive to increase CIGRE membership and create new National Committees, by incorporating countries without a National Committee in the working structure.

The existence of Regions has no impact on the governance structure of CIGRE - National Committees, Administrative Council, and Steering Committee - nor does it introduce any hierarchical notion in relations with National Committees or Study Committees.

Article 18 - Finance

CIGRE will derive its income from members' annual membership fees, from the proceeds of the Sessions and Symposia, and from the sale of its publications.

The funds of CIGRE will be managed by the Administrative Council which may delegate certain of its powers to the Steering Committee.

For further details refer to the Rules of Procedure (Rule 15).

The financial period will be from 1st January to 31st December of each year. The accounts for the financial period, after verification by the Statutory Auditor, will be submitted to the General Assembly for approval, as provided for in Article 7.

Article 19 - Languages

The official languages of CIGRE are French and English.

Article 20 - Reference documents

In addition to the present Statutes, CIGRE draws up "Reference Documents" (Rules of procedure, policy documents and additional reference documents) which govern its activities, as needed. Except for the Statutes which must be approved by the General Assembly, all documents are to be approved by the Administrative Council upon recommendation of the Steering Committee, and after seeking the advice of the relevant CIGRE bodies.

Article 21 - Interpretation of the Statutes

In the event of any doubt or dispute arising in the interpretation of these Statutes, the French text will prevail.

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