



CIMAC

INTERNATIONAL COUNCIL
ON COMBUSTION ENGINES

11 | 2017

CIMAC Statutes

17th Edition

The 1st edition of the present CIMAC Statutes is dated 13th March 1952, under the denomination *International Internal Combustion Engine Congress*. Thereafter, it was successively modified by decision taken by the CIMAC Council.

This 17th edition was approved by the members of the CIMAC Council at its meeting on November 22nd, 2017.

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Art. 1 - Name and Domicile

1.1 The organisation is entitled:

INTERNATIONAL COUNCIL ON COMBUSTION ENGINES

abbreviated and referred to hereafter as CIMAC. (Acronym derived from the original French title: Conseil International des Machines à Combustion). CIMAC was founded in France in 1951.

1.2 The head office of the Central Secretariat of CIMAC is located at VDMA (Verband Deutscher Maschinen- und Anlagenbau)
Lyoner Str. 18
60528 Frankfurt/Main, Germany,

unless the Council decides otherwise.

Art. 2 - Objectives

The aims of CIMAC are

- to promote exchange of technical and scientific knowledge
- to improve the understanding between manufacturers, users and suppliers
- to promote the work and activities of national associations

in the field of combustion engines technology (piston engines and gas turbines) and their related systems used in any possible application, but mainly in marine / ship propulsion, power generation, rail traction or industrial application.

These aims are achieved by the involvement of industry leaders, by organisation of international congresses, by CIMAC publications, through the activities of its committees and working groups, and by any other means which CIMAC might think desirable to employ. In particular, CIMAC provides a forum for technical interchange with all parties concerned with piston engine and gas turbine systems. Furthermore, CIMAC promotes the development of combustion engines and their applications. Activities of a purely commercial nature are excluded unless specifically approved by the Council.

The organisation's activities and the provision of association services for its membership must be in line with the rules that ensure undistorted competition. To ensure that its work fulfils all the requirements of competition law, CIMAC and its membership are committed to the 'CIMAC Compliance Programme', decided by resolution of the Council.

Art. 3 - Membership

3.1 CIMAC is an organisation composed of National Member Associations (NMA), National Member Groups (NMG) and Corporate Members (CM). The NMA is the national CIMAC committee representing parties with an interest in the objectives of CIMAC, e.g. engine manufacturers, engine users, universities,

professional institutions, shipyards, consultants, component suppliers, fuel and oil companies, classification societies, and other interested parties.

- 3.2 Only if there exists no NMA in a country, organisations which represent some parties with an interest in the objectives of CIMAC can apply to join CIMAC as a National Members Group (NMG), e.g. a national engine manufacturers association or a national professional engineering institution.
- 3.3 Only if there exists no NMA in a country, individual companies or institutions can apply to join CIMAC as Corporate Members (CM). The existence of NMGs and CMs in the same country is possible. The CMs shall continue to make efforts to establish a CIMAC NMA in their country.
In case a NMA will be established while CMs already exists, each CM can decide to join the new NMA. If so, the company is not any longer considered to be a CM but member of the new NMA. However, the remaining CMs are losing their voting rights (Art. 4.2).
- 3.4 The members shall pay membership fees in order to cover the costs incurred by CIMAC. The imposition and amount of membership fees is stipulated in 'Rules of contribution' of CIMAC, decided by resolution of the Council.
- 3.5 Applications for membership shall be addressed to the Central Secretariat and have to be scrutinized by the CIMAC Board who satisfy themselves as to the suitability of the applicant for membership and report thereon to the Council (Art. 4). In the event of the CIMAC Board (Art. 7) being unable to make a recommendation unanimously, it reports the fact to the Council with an explanation of the reasons.
- 3.6 In the case of doubt the termination or change of status of membership is decided by resolution of the Council.

Art. 4 - Council

- 4.1 The Council consists of representatives from the NMAs, NMGs and CMs and is responsible for the technical, financial and administrative policy of CIMAC.
- 4.2 Each NMA has two unanimous votes and the right to nominate not more than two delegates to the Council. The NMGs have the right to nominate not more than one delegate with one vote per country to the Council. Each CM has the right to nominate one representative to the Council; however, all CMs of a country only have one joint vote in the Council. In case CMs exist in parallel to a NMA, the CMs have no votes.
Members of the CIMAC Board are ex-officio members of the Council. They are not counted as delegates unless so nominated by the NMAs or the NMGs or the CMs.
- 4.3 Only the Council has the right to conduct a vote.
The chair of the Council meeting shall decide on the type of voting within the Council, unless the majority of those present demand that a specific voting method be applied.
- 4.4 Any resolution voted upon by the Council is declared valid only if at least a quorum of $\frac{1}{3}$ rd of the total voting interests (all NMAs, NMGs and CMs) are present at the meeting, and 51% of all members voting have cast their votes in favour of the resolution. In the event of a tie, a motion shall be deemed rejected. Resolutions on amendments to the statutes shall require the approval of no less than $\frac{3}{4}$ of the votes cast.

- 4.5 Resolutions may be passed by ballot in writing outside the framework of the Council, if the Board decides upon a ballot in writing. Voting by a ballot follows the same rules and regulations as the Voting in the Council and they shall become valid forthwith if the majority, or in the case of an amendment to the statutes, a majority of $\frac{3}{4}$ of the valid votes cast so agrees.
- 4.6 In case of the intention to propose a resolution to accept an application for membership (Art. 3.5) or to terminate membership (Art. 3.6) this has to be notified to the Council members at least 28 days before the date of the Council meeting at which the resolution will be taken.
- 4.7 The Council will meet twice a year. At the first meeting of a year, the Council is asked to ratify the financial actions of the Board and CIMAC Central Secretariat for the previous year.
- 4.8 The Council may invite guests to attend certain parts of its meetings. The President has the same privilege. Guests do not have the right to vote.

Art. 5 - The President

- 5.1 The President is the chief officer of CIMAC and presides over meetings of the CIMAC Council and of the CIMAC Board.
- 5.2 The candidates for the Presidency are nominated by the CIMAC Board and/or the Council members.
- 5.3 The President is elected by the Council at the meeting held during the period of the Congress (Art. 5.4) and is selected from present or past Vice-Presidents or from amongst others with appropriate CIMAC related experience.
- 5.4 The term of office of the President is the interval between two successive Congresses and begins at the conclusion of a Congress. By exception the President is, in the succeeding term only, eligible for re-election to the office of President.
- 5.5 On completion of his/her term of office, the President takes the title Past-President and remains a member of the CIMAC Board for one term.

Art. 6 - The Vice-Presidents

- 6.1 The Council elects the Vice-Presidents each of whom preferably have had two years' experience within the Council, the Technical Programme Group or one of the Working Groups. Two Vice-Presidents are responsible for Technical Programmes, two for Working Groups, one for Users, one for Global Integration, and one for Communication.
- 6.2 The procedure for election of Vice-Presidents is as follows:
- 6.2.1 The Secretary General informs the Council of a pending vacancy twelve months in advance of the date at which the vacancy will arise unless such vacancy has arisen following a resignation or other 'force majeure' factors, in which case the Council is informed without delay.

- 6.2.2 The CIMAC Board nominates one candidate for each vacancy. In addition each NMA may nominate one additional candidate from any of the member countries for each vacancy.
- 6.2.3 The Secretary General consolidates all nominations into a single list, and after its approval by the CIMAC Board circulates the list to the members of the CIMAC Council. Voting takes place by secret ballot using the official voting papers issued by the Secretary General at the Council meeting held at each Congress.
- 6.2.4 A simple majority vote system is used. In the event of a tie, there will be a revote, confined to the tied candidates.
- 6.3 The term of office of each Vice-President is the interval between two successive Congresses and begins at the end of a Congress. Re-nomination and re-election in accordance with subclauses 6.2.1 to 6.2.4 will be possible for three additional terms. Thereafter a Vice-President will not be eligible for nomination again until after an interval of at least one term.

Art. 7 - The CIMAC Board

- 7.1 The CIMAC Board has a responsibility for the provision of management direction in those areas not covered by existing Council policies and for the policy control of the operating section of CIMAC assigned to them.
- 7.2 The CIMAC Board consists of the President, the Past-President, seven Vice-Presidents and the Secretary General. Newly elected members of the CIMAC Board preferably have CEO (Chief Executive Officer) Status.
- 7.3 Where a member of the Board leaves during its term, the Board may up until new elections of the Board are carried out by the Council appoint another person as its proxy.
- 7.4 The Congress President elected by the Council member(s) of the country where the next Congress will take place is member of the CIMAC Board, ex officio, but does not have the title of Vice-President.
- 7.5 The CIMAC Board may invite guests to attend certain meetings.
- 7.6 The CIMAC Board meets at least twice a year prior to the Council meetings. Extraordinary CIMAC Board meetings can be convened if necessary and if at least 75% of the Board members confirm their participation or express no objections to such meeting taking place in their absence.

Art. 8 - Working Groups

- 8.1 Working Groups (WGs) are established by the Council to prepare reports and recommendations on subjects approved by the Council. Each WG designates its own chairman who must be accepted by the Council. Chairmen or substitute of WGs may be invited to attend certain Council meetings for the purpose of presenting reports. In any case the Vice President responsible for WGs reports at each Council meeting about the aims and progress of all WGs. The work of the WGs is done under the auspices of the designated Vice President. Any action of the WGs beyond their assigned work which may have

an influence on CIMAC's policy needs at least the permission of the President.

- 8.2 Each WG provides its own secretariat.
- 8.3 The Chairman of a WG is entitled to invite guests from countries or companies which are not members of CIMAC. These guests are not permanent members of the Working Group and the guest-status is restricted to a limited time period.
- 8.4 In general, regular participation in CIMAC WGs is only allowed for CIMAC members. Further details regarding rights and duties of WG members are stipulated in Membership & Participation Rules of CIMAC Working Groups, decided by resolution of the Council.

Art. 9 - Technical Programme Group

- 9.1 A Technical Programme Group (TPG) is established consisting of a pool of people capable and willing to act as session organisers and/or chairmen for the CIMAC Congresses.
- 9.2 The decision on who becomes a member of the TPG is to be taken by the Vice Presidents Technical Programme.
- 9.3 Amongst the members of the TPG the session organisers and/or session chairmen are selected. It is up to the decision of the Vice Presidents Technical Programme to nominate additional experts. By nomination they automatically become members of the TPG.
- 9.4 The constitution of the TPG is such that it adequately covers the main topics of the Congress.
- 9.5 The session organisers chosen from the TPG are responsible for the evaluation and assessment of the abstracts received.
- 9.6 The session organisers and session chairmen chosen from the TPG are responsible for the evaluation and assessment of the papers received.

Art. 10 - Secretariats of NMAs, and contact persons of NMGs

- 10.1 Each NMA appoints a Secretary with responsibility for the administration between the Secretary General and the members within each NMA. They receive all communications, notices and minutes of the meetings of the Council and are responsible for the distribution of this material to their members.
- 10.2 The Secretaries of NMAs may attend meetings of the Council.
- 10.3 Each NMG appoints a contact person with responsibility for the administration between the Secretary General and the members within each NMG. They receive all communications, notices and minutes of the meetings of the Council and are responsible for the distribution of this material to their members.

Art. 11 - Central Secretariat

- 11.1 A Central Secretariat of CIMAC is established with its head office located at the address set out in article 1.2.
- 11.2 The Council appoints a Secretary General who manages under the authority of the President all CIMAC related matters.

Art. 12 - Financial arrangements

- 12.1 All financial arrangements are subject to periodical review and have to be agreed by the Council. The fiscal year is the calendar year. For each fiscal year a budget is prepared and a financial report issued. The financial report is subject to an audit. The membership fees are documented separately.
- 12.2 A Financial Committee consisting of the President, the Past-President and the Secretary General is formed with the task to handle CIMAC's financial operations especially in the periods between Council meetings. The Financial Committee proposes an auditor from among the active and experienced Council members. The Council members approve the auditor. The elected auditor is invited to the Board meetings as a guest.
- 12.3 The liability of the Association shall be limited to its assets; liability on the part of the members shall be limited to the membership fees stipulated in these Statutes.

Art. 13 - Language

The official language used for all transactions of CIMAC is English.

Art. 14 - Congresses

- 14.1 Congresses are held every two or three years.
- 14.2 The Council decides from proposals received by NMAs, the date, location and theme (if any) of each Congress. In a country where no NMA exists, NMGs or CMs are allowed to apply for the organisation of a Congress. Proposals for the location may be submitted at any time but preferably four years prior to that Congress.
- 14.3 Congresses are open to individuals from any country who may attend and submit papers in accordance with the rules and decisions approved by the Council.
- 14.4 The full responsibility for the Congress is with CIMAC. With regard to the Congress organisation and execution an Organising Committee will be entrusted. The Congress Organising Committee consists of:
- the CIMAC President
 - the two Vice-Presidents 'Technical Programme'
 - the Vice-President 'Communication'
 - two members of the CIMAC Council
 - the Congress President

- two representatives of the Congress hosting organisation
- a representative of the CIMAC host associate secretariat
- the CIMAC Secretary General

The Organising Committee is chaired by the Secretary General. It is empowered to represent CIMAC concerning the CIMAC Congress. It may establish working groups for certain tasks and preparation of decisions to be taken. CIMAC Central Secretariat provides coordinative support. The Congress hosting organisation supports the Organising Committee with regard to local matters. Responsibilities and tasks of all parties involved are specified in Congress Principles which are to be approved by the CIMAC Council. Based on these Congress Principles a contract between CIMAC and the Congress hosting organisation must be concluded.

- 14.5 The Congress President or his delegate submits progress reports to the Council. In addition results of the Congress Organising Committee are reported to the Council by CIMAC Central Secretariat.
- 14.6 The Council approves the registration fees for participants in each Congress.
- 14.7 Each Congress is planned on the basis of it being financially self-supporting. The plan shall include a financial contribution to CIMAC funds, at a level agreed with the Council.

Art. 15 - CIMAC Awards

- 15.1 The CIMAC Medal will be awarded to an individual on the basis of distinguished service to the combustion engine industry.
- 15.2 The CIMAC Board decides on a recipient of a CIMAC Medal.
- 15.3 A Best Paper Award for the best paper of a lecture is made at each Congress.
- 15.4 The Best Paper Award will be decided by the two Vice-Presidents Technical Programme on the basis of the technical content, the presentation and the handling of questions.
- 15.5 A President's Award for an outstanding paper is made at each Congress and will be judged by the President in consultation with the Past President.
- 15.6 A Best Poster Award for the best poster presentation can be made at each Congress. It shall be decided by the Congress President and the Vice-President Communication.
- 15.7 The awards may take the form of a certificate and/or a medal and/or a gift. This will be decided by the Board before each Congress.