



COMMISSION INTERNATIONALE DE L'ECLAIRAGE
INTERNATIONAL COMMISSION ON ILLUMINATION
INTERNATIONALE BELEUCHTUNGSKOMMISSION

STATUTES

2009

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CIE STATUTES

1. TITLE

The name of the Commission is "CIE, Internationale Beleuchtungskommission, Commission Internationale de l'Eclairage, International Commission on Illumination", hereinafter referred to as "the Commission".

2. SEAT

The Commission has its seat and headquarters (Central Bureau) in Vienna, Austria.

3. PURPOSE AND MEANS

3.1 The Commission is a technical, scientific and cultural non-profit organization. The purpose of the Commission is to provide an international forum for the discussion of all matters relating to the science, technology and art of light and lighting* and for the exchange of information in these fields between countries.

3.2 Conceptual means to achieve this purpose are:

- to organize scientific educational events
- to hold CIE Sessions, normally every four years
- to develop basic standards and procedures of metrology in the field of light and lighting
- to provide guidance in the application of principles and procedures in the development of international and national standards in the fields of light and lighting
- to prepare and publish Proceedings, Standards, Technical Reports and other publications concerned with all matters related to the science, technology and art of light and lighting
- to maintain liaison and technical interaction with other international organizations concerned with matters related to the science, technology, standardization and art in the fields of light and lighting

3.3 The funds necessary to pursue this purpose are raised through:

* *Light and lighting in these objectives is to be understood in the broad sense of embracing such fundamental subjects as vision, photometry and colorimetry, involving natural and man-made radiation over the UV, the visible and the IR regions of the spectrum, and application subjects covering any usage of light, indoors and outdoors, including environmental and aesthetic effects, as well as means for production and control of light and radiation.*

- Membership fees
- Attendance fees for symposiums and sessions organized by the Commission
- Proceeds from the sale of publications
- Donations, subsidies and bequests
- Participation in corporations and in the activities of other parties

4. MEMBERSHIP

- 4.1 Members of the Commission are National Committees, Associate National Committees, Associate Members and Supportive Members.
- 4.2 The members may participate in the events of the Commission.
- 4.3 When accepting membership of the Commission, a member agrees to comply with the Statutes and By-Laws.
- 4.4 The individual rights and obligations of member groups may be amplified and clarified in separate By-Laws.

4.5 National Committees

- 4.5.1 A country wishing to join the Commission shall form, with the cooperation of organizations in that country having a special interest in light and lighting, one National Committee.
- 4.5.2 The other National Committees may admit an Illumination Committee of an economy which is not recognized as an independent country, provided the application for membership is supported by the National Committee of any member country claiming the economy to be a dependency and that there is a good reason (such as geographical separation) for an independent committee being established. In these events, the terms "country" and "National Committee" in these Statutes have to be read as "economy" and "Illumination Committee of the Economy" respectively.
- 4.5.3 The application for membership as a National Committee shall be filed with the Central Bureau and shall include satisfactory evidence that the applicant fulfils the requirement of Articles 4.5.1 and 4.5.2. of the Statutes. The Central Bureau shall forward the application to the
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National Committees. Approval of the application is a decision of the National Committees.

- 4.5.4 A National Committee wishing to terminate its membership shall forward by registered letter a notice of resignation to the Central Bureau before 30 June of any year (date of receipt) to ensure that its resignation becomes effective on 31 December of that year.
- 4.5.5 A National Committee may be expelled from the Commission when it ceases to comply with the membership conditions, or due to conduct impairing the interests of the Commission. Expulsion shall be decided by the National Committees in a General Assembly or by postal voting.
- 4.5.6 If a National Committee has not paid its membership fee for two years, the Board of Administration may suspend membership pending the payment of outstanding fees. While such suspension is in force, the National Committee shall not participate in any vote, while its membership obligations remain unchanged.
- 4.5.7 A National Committee may participate in the technical work of the Commission and has voting rights in technical, administrative and organizational matters.

4.6 Associate National Committees

- 4.6.1 As a preliminary stage of full membership as a National Committee, countries (including economies as defined in 4.5.2) that have established a new National Committee or developing countries with a National Committee may join the Commission as Associate National Committee.
- 4.6.2 The application for membership as Associate National Committee shall be filed with the Central Bureau and shall include satisfactory evidence that the applicant fulfils the requirements of Article 4.5.1 of the Statutes in analogy. The Central Bureau shall submit the application to the Board of Administration, which will decide whether or not an application is accepted.
- 4.6.3 Associate National Committee membership is normally limited to four years. However, the Board of Administration may renew the Associate

National Committee membership upon application for another four year period as often as it deems appropriate under the prevailing circumstances.

- 4.6.4 An Associate National Committee may ask to become a National Committee at any time within the four year period applying the rule laid down in 4.5.3 by analogy.
- 4.6.5 An Associate National Committee wishing to terminate its membership shall forward by registered letter a notice of resignation to the Central Bureau before 30 June of any year (date of receipt) to ensure that its resignation becomes effective on 31 December of that year.
- 4.6.6 An Associate National Committee may be expelled from the Commission by the Board of Administration when it ceases to comply with the membership conditions, or due to conduct impairing the interests of the Commission.
- 4.6.7 If an Associate National Committee has not paid its membership fee for two years, the Board of Administration may suspend membership pending the payment of outstanding fees. While such suspension is in force its membership obligations remain unchanged.
- 4.6.8 An Associate National Committee may participate in the technical work of the Commission but shall have no voting rights in technical, administrative or organizational matters. Its members are eligible.

4.7 Associate Members

- 4.7.1 Legal or natural persons interested in the work of the Commission that are members of a country where there is no National Committee or Associate National Committee may join the Commission as Associate Members.
- 4.7.2 The application for Associate Member membership shall be filed with the Central Bureau. The Board of Administration will decide whether an applicant will be admitted as member. A legal person will participate in the activities of the Commission through an authorized representative.
- 4.7.3 An Associate Member wishing to terminate its membership shall give written notice of its resignation to the Central Bureau on 1 November of

any year at the latest (date of receipt) to ensure that its resignation becomes effective on 31 December of that year.

- 4.7.4 The Board of Administration may expel an Associate Member which no longer complies with the membership conditions.
- 4.7.5 Associate Member membership shall expire automatically if a National Committee or an Associate National Committee is established in the country of the relevant Associate Member and joins the Commission.
- 4.7.6 An Associate Member may participate in the technical work of the Commission but shall have no voting rights in technical, administrative or organizational matters.
- 4.7.7 Associate Members have no right to vote, but are eligible.

4.8 Supportive Members

- 4.8.1 International or regional organizations (governmental, educational, companies ...) interested in the activities of the Commission may join the Commission as Supportive Member, provided that the relevant organization - when the application is filed - is already a supporter of the National Committee of the country where it has its headquarters and that it does not reduce support in countries where it presently provides support.
- 4.8.2 The application for Supportive Member membership shall be filed with the Central Bureau. The admission of a Supportive Member is a decision of the Board of Administration.
- 4.8.3 A Supportive Member wishing to terminate its membership shall forward by registered letter a notice of resignation to the Central Bureau before 30 June of any year (date of receipt) to ensure that its resignation becomes effective on 31 December of that year.
- 4.8.4 The Board of Administration may expel a Supportive Member which no longer complies with the membership conditions.

5. ORGANIZATION

5.1 Terms and Sessions

The activities of the Commission shall be organized in terms, these being the periods between two Sessions. The normal length of a term is four years and starts at the end of the Session.

The affairs of the Commission as well as its property and finances are generally vested in the National Committees. The National Committees take decisions on all questions relating to the activities of the Commission. The National Committees delegate the conduct of the affairs to a Board of Administration (see 5.4) responsible to them according to these Statutes and By-Laws.

5.2 Bodies

The bodies of the Commission are the General Assembly, the Board of Administration, the General Secretary and the Central Bureau.

5.3 General Assembly of the National Committees

- 5.3. The General Assembly is the supreme authority of the Commission and the members' assembly within the meaning of the Austrian Associations Act (*Vereinsgesetz*). It shall be composed of the senior officers of each National Committee or their representatives. Each National Committee has one vote in the General Assembly.
- 5.3.2 The General Assembly shall discuss CIE affairs and give guidance on the conduct of these affairs to the Board of Administration.
- 5.3.3 The General Assembly shall hold one or more meetings at a Session of the Commission, and one midterm meeting. Additional meetings may be called at the request of the Board of Administration or at the request of at least one tenth of the members.
- 5.3.4 The meetings of the General Assembly are not public. At meetings of the General Assembly each member may be accompanied by a non-voting adviser. The members of the Board of Administration may attend the meetings of the General Assembly as non-voting participants.
- 5.3.5 The General Assembly shall form a quorum if representatives of at least one half of all National Committees attend the meeting. If less

than one half of the members of the General Assembly are present at the meeting, a second General Assembly will be held three hours later. This General Assembly shall form a quorum irrespective of the number of attendees.

5.3.6 The General Assembly shall generally adopt its resolutions by simple majority of the votes validly cast. However, adoption of resolutions on an amendment of the Statutes, the admission and expulsion of National Committees, the dues policy as well as the dissolution of the association shall require two thirds of the votes validly cast.

5.3.7 Applications which require a simply majority shall be deemed refused in case of a tie.

5.3.8 Voting rights may be transferred only to another member entitled to vote or to a member of the Board of Administration by virtue of a written proxy.

5.3.9 Resolutions requiring the approval of the National Committees shall be adopted by vote. If a vote is held at a meeting of the General Assembly of the National Committees, the item on which a decision is to be taken shall be mentioned on the agenda at least three months prior to the meeting.

5.3.10 The following issues shall require the consent of the National Committees, failing which they shall be invalid:

- Admission and expulsion of National Committees
- Amendment of the Statutes
- Dues Policy
- Publication of standards
- Dissolution of the Commission
- Number of Divisions and their field of activity (see 5.4.7)

5.3.11 A written resolution by circular vote shall be permitted if no member raises an objection. A request to vote may be made by letter, email, through an online form or by means of any other suitable technical procedure. The Commission may define detailed provisions for resolutions by circular vote in By-Laws. Written resolutions shall require a two third majority of the National Committees having participated in the vote to

be accepted. Answers shall be received by the Central Bureau no later than three months after the resolution text was sent by the Central Bureau.

5.3.12 The General Assembly shall elect the Board of Administration for the next term (4 years). It may at any time suspend any Board of Administration Member or the entire Board of Administration.

5.3.13 The General Assembly decides on the location of its headquarters (Central Bureau).

5.3.14 All disputes arising from the membership of the Commission shall be decided by the General Assembly.

5.3.15 The Board of Administration calls the ordinary as well as the extraordinary General Assembly at least 3 months before the date by letter, facsimile or email to the address and/or fax number and/or email address most recently indicated by each member.

5.3.16 An Associate National Committee may appoint a representative to attend the General Assembly, as an observer, with no voting rights.

5.3.17 A Supportive Member may appoint a representative to attend the General Assembly, as observer, with no voting rights.

5.4 Board of Administration

5.4.1 The Board of Administration shall consist of at least 4 and not more than 20 persons, i.e. of the Officers of the Commission (the President, the Past-President, or the President-Elect, an appropriate number of Vice-Presidents, the Secretary, the Treasurer) that are elected for four years, the Division Directors (see 5.5), appointed for a four-years term, and the General Secretary (see 5.6).

5.4.2 The President shall be elected at the Midterm meeting of the General Assembly of the National Committees and take office immediately as President Elect. The other Officers shall be elected at least 8 months before the beginning of a new term by the National Committees and take office at the end of the following Session (end of term). The Division Directors shall be appointed by the Officers of the Commission at least six months before the beginning of a new term, balancing as

much as possible the appointments among the National Committees, and take office at the end of the following Session (end of term).

- 5.4.3 Upon expiration of the term in which he was elected, the President-Elect shall become President. The President shall serve for one term but after expiration of his term shall automatically serve for a further half term as Past-President. The Vice-Presidents, the Secretary and Treasurer are eligible for re-election, but may only serve for two consecutive terms.
- 5.4.4 The President shall preside at meetings of the General Assembly, the Board of Administration, and at the opening and closing plenary meetings of a Session. If he is unable to preside, he may appoint an elected Officer to represent him or one of the elected Officers designated by the Board of Administration shall do so.
- 5.4.5 The President or the General Secretary (see 5.6) represents the Commission externally.
- 5.4.6 In the case of death or resignation during terms, vacancies shall be filled as follows:
- a) President or President-Elect: One of the elected Officers recommended by the Board of Administration and approved by the National Committees.
 - b) Other elected Officers: The Board of Administration shall appoint a replacement subject to the approval of the National Committees.
- 5.4.7 The Board of Administration proposes the number of Divisions (see 5.5) and their field of activity for approval by the National Committees. It is responsible for the technical affairs of the Commission.
- 5.4.8 The Board of Administration shall meet at least four times during a term. In addition, the President may call a meeting of the Board of Administration at any time and, upon request of at least three Officers, he is required to call a meeting of the Board of Administration. The President shall send the invitations for a meeting at least two months in advance, stating the agenda.
- 5.4.9 The Board of Administration shall plan the Sessions of the Commission, specifically to promote the objectives of the Commission.

The location of the Session shall be agreed upon by the General Assembly.

- 5.4.10 The Board of Administration decides by a simple majority of its members present. A quorum of a meeting of the Board of Administration requires that the meeting be attended by at least half of all its members. A postal or electronic ballot by circular vote shall be permitted if no member raises an objection. A request to vote may be made by letter, email, through an online form or by means of any other suitable technical procedure. The Commission may define detailed provisions for ballots by circular vote in By-Laws. Postal or electronic ballots shall require a simple majority of the votes received within due time to be accepted.

5.5 Divisions and Technical Committees

- 5.5.1 The technical activities of the Commission shall be carried out by the Divisions, each covering one sector of light and lighting and chaired by a Division Director. Each National Committee shall be entitled to appoint one voting Division Member to each Division. Each Associate National Committee and Supportive Member may appoint one Observer Division Member without voting rights.
- 5.5.2 The Division Directors, chaired by the Vice-President for Technical Affairs shall meet within a term to harmonise Division activities.
- 5.5.3 Each Division shall be empowered, subject to the approval of the Board of Administration, to establish Technical Committees to carry out specific technical tasks, to disband Technical Committees, and to conduct seminars and joint meetings with other Divisions and/or relevant organizations.

5.6 The General Secretary

- 5.6.1 The Board of Administration shall appoint the General Secretary of the Commission for an indefinite period of time.
- 5.6.2 The General Secretary shall automatically be a non-voting member of the Board of Administration.
- 5.6.3 The General Secretary shall be employed by the Commission in a full-time capacity and shall be responsible to the Board of Administration

for the professional management of the Central Bureau and the external representation of the Commission (see 5.4.5).

5.7. CENTRAL BUREAU

The Central Bureau shall be located at the seat of the Commission (see Article 2). It shall comprise such staff as the Commission shall require and work under the direction of the General Secretary.

6. FINANCES

- 6.1 Each National Committee, Associate National Committee and Associate Member shall pay an annual membership fee according to its kind of membership as determined by the General Assembly of the National Committees.
- 6.2 Each Supportive Member shall pay an annual fee. The amount of this fee is calculated according a predetermined formula. The minimum annual membership fee must be high enough to cover at least the expenses relating to the services provided by the CIE.
- 6.3 The Treasurer shall prepare a report on the financial affairs of the Commission. Five months before the commencement of the financial year a budget, approved by the Board of Administration, as well as a draft budget for the year after shall be submitted to the National Committees for their approval.
- 6.4 True accounts shall be kept of all monies received, invested and expended by the Commission and of its assets and liabilities. The Board of Administration shall administer the funds of the Commission. The Treasurer shall prepare a profit and loss account at the end of the reporting year along with a statement of assets and will circulate to the National Committees an annual statement of accounts.
- 6.5 The General Assembly shall appoint at least 2 internal auditors, who shall conduct an annual audit of the financial accounts of the Commission within four months after the preparation of the profit and loss account to verify the proper nature of the accounting and the use of resources in accordance with the terms of the Statutes.

- 6.6 All deeds, documents and writings requiring execution on behalf of the Commission and all negotiable instruments and cheques shall be signed by an elected Officer of the Commission and/or the General Secretary.
- 6.7 If, upon the dissolution of the Commission or non-existence of its beneficial purpose, there remain any funds, properties and assets whatsoever after the satisfaction of all its debts and liabilities, these shall be, on decision of the National Committees, transferred to one or several non-profit societies, institutes or associations as defined in Sections 34 et seq. of the Austrian Federal Tax Code having similar objectives which undertake to use such assets only for non-profit purposes as defined in Sections 34 et seq. of the Austrian Federal Tax Code. The income and property of the Commission shall not be paid or transferred directly or indirectly to an individual representative of an Associate Member, a National Committee, an Associate National Committee, or a Supportive Member.

7. PUBLICATIONS

- 7.1 The Proceedings of CIE Sessions shall be published by the Commission. These shall include a report about the technical activities of each Division since the previous Session.
- 7.2 At appropriate stages of the technical work of the Divisions, the Commission shall publish technical documents. These include "CIE Standards" which require the approval of both the Board of Administration and the National Committees and other publications which require the approval of the Board of Administration only.
- 7.3 The Commission shall publish, on a regular basis, one or more periodicals which:
- a) present subjects of interest to the Commission, including reports on important symposia and conferences.
 - b) give notice of forthcoming administrative and technical meetings of the Commission and of other bodies with which it has established liaison.

8. LANGUAGES

- 8.1 The official languages of the Commission shall be English, French and German. Statutes, By-Laws and CIE Standards shall be published in all three languages. Other publications shall be published in only one of the official languages, with a summary in the other two official languages.
- 8.2 The copyright for translation of CIE documents into a language other than the official languages of the Commission shall require the express consent of the Board of Administration.
- 8.3 In case of doubt the German version of the Statutes shall be authoritative, as the official headquarters of the Commission are in Vienna.

9. BY-LAWS

The Board of Administration may issue, amend and revoke By-Laws to specify these Statutes.