

# CIGRE STATUTES

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CIGRE

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# STATUTES<sup>1</sup>

The present Statutes sketch out the objectives and governance of CIGRE. These are developed in the Official Document “Rules of Procedure” drawn up by the Administrative Council of CIGRE.

## *Article 1. - FORMATION*

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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 on 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 ...

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;
- 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 IEC and other international organisations of related interests;



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<sup>1</sup> Established by the Constitutive Assembly of June 18, 1931 and modified by the General Assemblies of June 18, 1933, June 30, 1939, July 3, 1946, June 28, 1948, 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 and August 28, 2006.

- g) It publishes the papers related to the Sessions and Symposia and the results of the Study Committees' work;
- h) 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;
- 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;
- c) Honorary members who are individual members elected by the Administrative Council in recognition of specially distinguished services to CIGRE.

Collective and individual members will pay annual fees, which cover the period January 1<sup>st</sup> to December 31<sup>st</sup>, 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 the country, the application for membership (or its renewal) and the 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 be deemed to have lapsed. The Administrative Council will have power to reinstate any member on such terms as to payment of arrears or otherwise as it will think fit.

A new member is admitted as soon as he has paid his annual membership fee.

#### ***Article 5. - ADVANTAGES OF MEMBERSHIP***

The most significant advantage in membership is endless 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 usually 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 the directory of CIGRE members, with the related networking opportunities;
- c) To put forward Session papers as main author;
- d) To take part in the technical work within CIGRE and especially to be appointed as a member of a Study Committee;
- e) To have access to papers reserved to members;
- f) To benefit from reduced rates on registration to CIGRE events;



- 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 Committee, the Study Committees and the National Committees; a permanently staffed Central Office is headed by a Secretary General.

#### **5 Article 7. - GENERAL ASSEMBLY**

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

The General Assembly:

- a) Receives the report on the management and accounts of the preceding financial period, presented by the Administrative Council;
- b) Receives the report presented by the Auditors;
- c) Considers and, if agreed, approves the balance sheet and accounts of CIGRE;
- d) Elects the Administrative Council;
- e) Appoints, as required by law, the Auditors, 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 the Statutes proposed by the Administrative Council.

The General Assembly will be called by the Secretary General, through the CIGRE Journal ELECTRA, 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 the absence of the President the Administrative Council will elect one of its members to preside for that meeting only.

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 present or represented at the meeting.

At a General Assembly each individual member has one vote and each collective member is entitled to five votes.

Every member (collective or individual) may be represented at a General Assembly by any member of CIGRE, who will debate and vote in the member's name, by means of a written authorisation which must be returned to the Central Office.



## **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.

## **Article 9. - ADMINISTRATIVE COUNCIL**

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The operations of CIGRE will be administered by the Administrative Council, the composition of which will be as follows:

- a) The President;
- b) One representative of each recognized National Committee, elected 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 Committee Chairman, without voting right, unless they have been nominated to represent their National Committee;
- d) The past Presidents of CIGRE;
- e) The President of the International Electrotechnical Commission and, whenever appropriate, of some other adjoining Organisation.

Elected members must be individual members of CIGRE.

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

The Administrative Council stays in office from the time of its appointment until the following General Assembly. It is invested with all the powers of management and administration of CIGRE between two General Assemblies.

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

The Chairman of the Administrative Council, elected from among the Administrative Council members under the conditions laid down in Article 10, will be the President of CIGRE.

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 elected Administrative Council. But 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.

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



meeting only. 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.

### ***Article 10. - PRESIDENT***

The Administrative Council will elect from its members a Chairman 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.

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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***

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

The Steering Committee is appointed by the Administrative Council; its composition is as follows:

- a) The President, as Chairman;
- b) The Treasurer and the Chairman of the Technical Committee;
- c) 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.

The duties of the Steering Committee are assigned by the Administrative Council in the “Rules of Procedure” and it will report its actions and recommendations to the next Administrative Council meeting.

The Steering Committee holds a main meeting once a year, ahead of the Administrative Council meeting, and when required, to finalise discussions on particular issues.

It can also function by correspondence between meetings. The Secretary General shall then 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.



## **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 is appointed to give special attention to the financial policy of CIGRE. He 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.

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## **Article 13. - SECRETARY GENERAL AND CENTRAL OFFICE**

The Administrative Council will appoint 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 reports to the Steering Committee, Administrative Council and General Assembly, after validation by the Auditors and formal review by the Treasurer where 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 or 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 Committee 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 and the Steering Committee but without voting rights.

## **Article 14. - TECHNICAL COMMITTEE**

The Technical Committee is appointed by the Administrative Council and consists of:

- a) The Chairman of the Technical Committee;
- b) The Chairmen 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.

A Secretary of the Technical Committee is appointed by the Chairman of the Technical Committee.

The Administrative Council will elect the Chairman of the Technical Committee for a four-year term, subject to one extension of two years under exceptional circumstances.

The Technical Committee meets at least once a year. It keeps under review the work of the Study Committees and of the discussion meetings during the Sessions and Symposia. Regard should be taken of the special needs of National Committees and Regions.

9 The Chairman of the Technical Committee will report and make recommendations to the Administrative Council, after discussion with the Steering Committee.

### ***Article 15. - STUDY COMMITTEES***

The Study Committees are responsible for the study of particular problems 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 Chairmen 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 Committee Chairman.

### ***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".

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

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### ***Article 17. - REGIONS***

National Committees may come together to form a Region, which is a set-up 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 fall in 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, 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.

The financial period will be from 1st January odd-number year to 31st December of the year when the General Assembly is held, that is the even-number year. The accounts for the financial period, after verification by the Auditors, 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" 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 STATUTES*

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

