

# **INTERNATIONAL SOCIAL SECURITY ASSOCIATION**

## **Standing Orders for the International Section**

### **Prevention of Accidents at Work and Occupational Diseases in Agriculture**

#### **Chapter 1: Name, Objectives and Means of Action**

##### **Article 1** Name

The Section is called "*International Section Prevention of Accidents at Work and Occupational Diseases in Agriculture*" in the following named "Section Agriculture"

##### **Article 2** Objectives of the Section Agriculture

The Section Agriculture is a non-profit international organisation set up by a decision of the Bureau of the International Social Security Association (ISSA) in Geneva. Its objectives are to promote and to improve social security in agriculture, particularly in the field of prevention, through world-wide co-operation.

##### **Article 3** Means of Action

In order to achieve the objectives described in Article 2 the Section Agriculture shall take the following measures in particular:

- (1) Improvement of occupational safety and health in agriculture and forestry including special cultures by means of, for example:
  - training and continuing education,
  - public relations work,
  - educational concepts and training for instructors,
  - advice for enterprises, institutions and individuals,
  - development of prevention strategies.
- (2) Exchange of information with bodies dealing with social security and publication of this information.
- (3) Set up technical committees and working groups.
- (4) Organisation of international symposia, conferences and seminars, together with international meetings of the technical committees and working groups.
- (5) Implementation of surveys and studies.
- (6) Promotion of research activities.
- (7) Co-operation with other International Sections of the ISSA.
- (8) Promotion of the involvement of newly industrialised and third world countries in the work of the Section Agriculture.

## **Chapter 2: Membership**

### **Article 4      Members**

The Section shall be composed of ordinary and corresponding members.

### **Article 5      Ordinary members**

The following may become ordinary members of the Section:

- Members of the International Social Security Association, and
- all organisations administering social security in agriculture, provided that they are not members of another organisation which is itself an ordinary member.

### **Article 6      Corresponding members**

The following may become corresponding members of the Section:

- all organisations whose objectives are consistent with those described in Article 2 and which are not qualified to become ordinary members;
- individuals who are experts in agriculture and in occupational safety and health protection.

### **Article 7      Commencement, Termination and Suspension of membership**

- (1) A written declaration of membership adopted by a decision of the Bureau shall be required for membership to be granted. Membership shall commence when the members have access of the Bureau's decision.
- (2) Membership shall terminate when the member gives notice to that effect, which it must submit to the Secretary General no later than six months before the end of the calendar year in question, or when the Bureau may decide to exclude a member from the Section.
- (3) The Bureau may decide to exclude a member from the Section Agriculture with immediate effect if the member has harmed the Section's reputation or interests.
- (4) The Bureau shall decide on the conditions under which a previous member will be re-admitted or a suspension of a member lifted.

## **Chapter 3: Statutory Bodies of the Section Agriculture**

### **Article 8      Statutory Bodies of the Section Agriculture**

The statutory bodies of the Section Agriculture are the General Assembly and the Bureau.

## **Chapter 4: The General Assembly**

### **Article 9 The General Assembly**

- (1) The General Assembly shall be composed of the ordinary members of the Section Agriculture. The corresponding members of the Section Agriculture shall belong to the General Assembly in a consultative capacity.
- (2) The General Assembly shall be competent to perform all the functions of the Section, unless otherwise provided in these Standing Orders. In particular it shall:
  1. decide on its Standing Orders;
  2. decide on the Section Agriculture's programme of activities;
  3. elect and dismiss the Bureau;
  4. receive the Bureau's report on activities since the last General Assembly;
  5. discharge the Bureau;
  6. decide on the Standing Orders and any amendments to them;
  7. decide on all the functions proposed to it by the Bureau and the responsibilities assigned to it under the Standing Orders;
  8. propose to the Bureau of the ISSA the dissolution of the Section Agriculture.

### **Article 10 Convening of the General Assembly**

- (1) The Chairperson shall convene the General Assembly in agreement with the Secretary General of the ISSA at least once every three years.
- (2) The Secretary General shall invite all the members in writing, notifying them of the provisional agenda.

### **Article 11 Chairing and Conduct of the General Assembly**

The Chairperson of the Section Agriculture shall open, chair and close the General Assembly.

### **Article 12 Assignment of Votes**

An ordinary member may assign its votes for the General Assembly to any other member before or during the General Assembly. The ordinary member must inform the Secretary General in writing before the voting procedure begins, specifying the name of the person who will be entitled to vote on its behalf.

### **Article 13 Quorum**

- (1) The General Assembly shall be quorate if at least half of the votes of its ordinary members are represented. An application must be made to have the absence of a quorum established
- (2) Decisions shall be taken by a majority (more than half of the votes) of the ordinary members present and represented. In the event of a tie the Chairperson shall have the casting vote

## **Chapter 5: The Bureau**

### **Article 14 The Bureau**

- (1) The Bureau of the Section Agriculture shall be composed of
  1. the Chairperson
  2. the Vice-Chairperson and, where appropriate, further Vice-Chairpersons to be elected by the General Assembly on a proposal from the Chairperson, and
  3. the Treasurer.
  4. The Secretary General of the ISSA shall belong to the Bureau in a consultative capacity,
- (2) The Bureau shall conduct the day-to-day affairs of the Section Agriculture. In this capacity, it shall in particular:
  1. decide on its Standing Orders;
  2. elect an ad interim successor to any member of the Bureau who leaves between the General Assemblies;
  3. develop a programme of activities for the Section Agriculture;
  4. deliver an activity report to the General Assembly;
  5. organise events held under the auspices of the Section Agriculture and draw up the agendas for them;
  6. decide on applications for ordinary or corresponding membership of the Section Agriculture;
  7. decide on the exclusion of a member, the conditions for re-admitting a previous member and the lifting of a member's suspension;
  8. decide on the location of the Section's Secretariat
- (3) In principle the Bureau shall be elected for a period of 6 years. It may be re-elected. Its term of office shall start at the closing of the General Assembly at which the election takes place. It shall end at the closing of the General Assembly at which the next election takes place.
- (4) To be eligible for membership of the Bureau a person must be a serving official of an ordinary member.
- (5) Decisions of the Bureau shall be taken by a majority vote. In the event of a tie, the Chairperson shall have the casting vote.

## **Chapter 6: Location of Section Agriculture**

### **Article 15. Seat**

- (1) The Section Agriculture shall be based at a location determined by the newly elected Chairperson of the Section at the beginning of his/her term of office; this decision shall take effect two months later. The seat of the Section Agriculture shall be in the Chairperson's own country
- (2) The Secretariat of the Section Agriculture shall be financed by the ISSA member for the country in which the Secretariat has its seat. Membership fees may also be used to finance the Secretariat.

## Chapter 7: Organisation of Activities

### **Article 16** Events held by the Section Agriculture

The dates and topics of events held under the auspices of the Section Agriculture shall be determined in agreement with the Secretary General of the ISSA, who shall co-ordinate events planned by the various individual sections.

### **Article 17** Technical Committees and Working Groups

The Section Agriculture may set up technical committees and working groups to which natural and legal persons may belong, provided they are active in the field of occupational safety and health in Agriculture.

## Chapter 8: Finances

### **Article 18** Contributions and Financial Assistance

Membership of the Section Agriculture is generally free from contributions. However, the Bureau of the Section can fix contributions for ordinary members. For corresponding members of the Section as well as for participants in the technical commissions and working groups there can be fixed an annual support after discussion with the Bureau.

### **Article 18 a** Authority of the Chairperson

The authority of the Chairperson of the Section extends to all actions connected with the activities of the Section Agriculture and its Secretariat, the conclusion of employment contracts with Secretariat staff, the exercise of various financial operations required for the functioning of the Section Agriculture and its Secretariat and the management of funds in the bank account.

## Chapter 9: Amendment of the Standing Orders

### **Article 19** Amendment of the Standing Orders

A decision by the General Assembly to amend the Standing Orders must be approved by more than three-quarters of the ordinary members present.

## Chapter 10: Final provisions

### **Article 20** Entry into force

These Standing Orders, adopted by the General Assembly on 18 October 2007 in Pamplona, Spain, entered into force on that day.

It shall replace the Standing Orders valid hitherto. In the event of differences in interpretation between the various versions of these Standing Orders in different languages, the German-language text shall prevail.

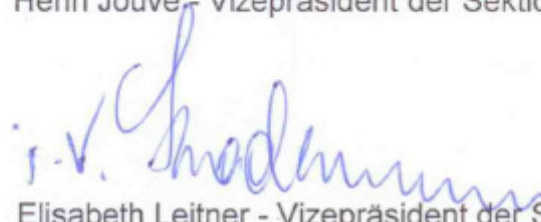
**Article 21 Signatures of the Bureau for the ratification and acceptance of the standing order**



1. Dr. Harald Deisler - Präsident der Sektion (Deutschland)




2. Henri Jouve - Vizepräsident der Sektion (Frankreich)



3. Elisabeth Leitner - Vizepräsident der Sektion (Österreich)



4. Päivi Huotari - Vizepräsident der Sektion (Finnland)



5. Jacek Dubiński - Vizepräsident der Sektion (Polen)



6. Dr. Hans-Jürgen Sauer - Generalsekretär der Sektion (Deutschland)

*Pamplona, Spain, den 18. Oktober 2007*

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