



RILEM STATUTES

TITLE

Article 1

A non-profit making association shall be, and hereby is, constituted conforming to article 60 and onwards of the Swiss Civil Code under the title of "International Union of Laboratories and Experts in Construction Materials, Systems and Structures" or in abbreviated form "RILEM" (from its original French title "Réunion Internationale des Laboratoires et Experts des Matériaux, systèmes de construction et ouvrages")

ADDRESS

Article 2

The Association shall be domiciled at EMPA, Überlandstrasse 129, 8600 Dübendorf, Switzerland

PURPOSES

Article 3

The purpose of the Association is to advance scientific knowledge related to construction materials, systems and structures and to encourage transfer and application of this knowledge world-wide.

This is achieved through collaboration of leading experts in construction practice and science including academics, researchers, testing laboratories and authorities.

The main goals of RILEM are:

- to promote sustainable and safe construction, and improved performance and cost benefit for society,
- to stimulate new directions of research and its applications, promoting excellence in construction,
- to favour and promote cooperation at international scale by general access to advanced knowledge.

MEMBERSHIP

Article 4

The Association shall be composed of individual Members: Young Members, Senior Members, Retired Members, Honorary Members, and Benefactor Members, and of Corporate Members: Institutional Members, Industrial Members and Associate Members.

Corporate Members:

- **Institutional Members** are research and testing organisations of national renown, universities, international or national standards organisations.

- **Associate Members** are organisations, networks or companies related to research, academia or building technology.

- **Industrial Members** are large firms or associations in the materials or construction sectors.

- **Staff members of a Corporate** are individual persons employed by a Corporate Member.

Corporations of companies or associations can only become RILEM Associate corporate members. However, each company or association member may be or become an Institutional or Industrial corporate member individually.

Individual Members:

- **Young Members.** Young Members (previously Student and Affiliate categories) are postgraduate students (including MSc and PhD students) or young researchers or engineers who are at the early stage of their career and are under the age of 35 in the year of membership. A RILEM Young Member may register to contribute to the activity of a RILEM TC.

- **Senior Members.** Senior Members are persons having a directing function or persons interested in or conducting research or testing in an official or private organisation concerned with testing or research in the field of materials of construction and structures.

- **Retired Members.** Retired Members are members who have retired from their professional activity.

- **Honorary Members.** An Honorary Member is a RILEM member whose dedication and service to the Association, outstanding management of various positions of responsibility within the organization, exemplary contributions to the worldwide development of the Association, and vision for the future of RILEM have been recognized by their peers.

- **Benefactor Members.** Each RILEM Member has the possibility of becoming a Benefactor Member by paying an additional fee. This financial support to the Association is active for the current year, on the initiative of any RILEM Individual or Corporate Member.



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Article 5

Admission. The Bureau delegates the admission of new Members to the Secretary General.

National Groups. Members of any one country may form a national group, after approval by General Council on proposal by Bureau.

Regional Groups. Members of any geographical region may propose to form a regional group, subject to approval by Bureau and General Council.

Article 6

Privileges. All Members have the right to take part in RILEM activities in compliance with provisions made in the Bylaws and following the conditions defined by the General Council for each category of Members, and to be informed of the state of progress of RILEM work.

Obligations. Each Member shall undertake to help in advancing the objectives of the Association and particularly to keep the Association acquainted with studies of general interest with which the Member is concerned, within the limits of their professional, administrative or other obligations.

ORGANISATION

Article 7

The organs of the Association shall be:

- The General Council;
- The Bureau;
- The Secretariat General.

GENERAL COUNCIL

Article 8

The General Council is the principal organ of the Association.

Article 9

Membership. The General Council is composed of the subscribing Members of RILEM. This means Members up to date with the payment of their fees. Members who have a temporary free membership are excluded from the General Council.

Voting right. Every Member present has a voting right. In order to pass a decision, a majority of more than 50% of the Members present and a majority of more than 50% of the countries present is needed.

Article 10

Presidency. The General Council shall elect, upon nomination of the Bureau, the President, and the Vice-President, both being Senior Members in office.

The President and Vice-President are both elected by the General Council for a non-renewable period of three years.

10a: President. The President, during the tenure of their presidency, chairs meetings of the General Council and the Bureau, as well as other meetings needed for the proper running of the Association.

At the end of the second year of the President's term, a President-Elect is nominated by the Bureau and subsequently elected by the General Council. The President-Elect is usually the Vice-President at the time, but in special circumstances, may be another eligible Senior Member in office.

Upon completion of their term of office, the President is entitled to sit in the Bureau as immediate Past President for three years. In the third year of their period as immediate Past President they will ex-officio be a member of the "Recommending Committee" charged with the proposal of candidates for nomination as new Vice-President.

10b: Vice-President. The Vice-President assists and if needed deputises for the President. In the event that the President is unable to exercise their duties, the Vice-President will act as President.

The Vice-President is elected by the General Council, usually at that meeting of the General Council at which the new President assumes office.

Regarding the nomination of the Vice-President, the Bureau will consider the recommendations of a "Recommending Committee" (see 10c below), which will put forward at least three names, with brief motivations and justifications, for nomination as future Vice-President. The Bureau may request further information or clarity on the recommendations from the Recommending Committee and may request the Recommending Committee to undertake further work in respect of its recommendations. In particular, the Recommending Committee can request the potential

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candidates for nomination as future Vice-President to articulate in writing their views on future RILEM strategies and the development of the Association.

10c: Recommending Committee. The Recommending Committee consists of four individuals, which include the immediate Past President who is an ex-officio member of the Recommending Committee. The three other Members will be elected by ballot of all RILEM Members for a one-year mandate in spring of the year immediately prior to the year when a new Vice-President is to be elected. The Recommending Committee will report for the first time to the Bureau during the Annual RILEM Week of that same year. The elected members of the Recommending Committee may only serve on this committee once.

The immediate Past President has the following roles on the Recommending Committee:

- Arranging the election of a chair from the three Members elected by ballot.
- Providing background to the current strategic directions of RILEM.
- Indicating the criteria required and the desired profile for a Vice-President.

The immediate Past President may sit on the committee once in this specific role, although they may previously have been an elected member of the committee.

Article 11

Meetings of the General Council. The General Council meets once a year during the RILEM Annual Week.

Honorary President. The General Council designates one of its members to be appointed Honorary President and charged with organizing the next annual meeting.

The Honorary President is a Bureau Member *de jure* during the year prior to this meeting.

Article 12

Experts. Experts whose cooperation is required for the review of specific aspects may be invited to the meetings of the General Council.

Article 13

Technical Committees. The General Council may set up specialized committees to study certain topics. The members of these committees shall be individual Members of RILEM, or staff members of a Corporate Member.

Article 14

Membership fees. The General Council shall decide annually the contributions of Members.

BUREAU

Article 15

Composition. The Bureau shall be composed of:

- The President, the Vice-President, the Immediate Past President, the Honorary President, and the President-Elect, if any (who are Members of the Bureau *de jure* during the tenure of their office), and shall all be honorary, senior or young Members.
- The Treasurer, who shall be a Senior Member elected for a term of four years.
- And four other Members who shall be Honorary, Senior, Young Members or staff of a Corporate Member, elected for a term of four years.

Election and re-eligibility. Candidates for Treasurer or Bureau Member are proposed by the Bureau and elected by the General Council. The Treasurer is indefinitely re-eligible; the four other elected Members are re-eligible after an interval of at least five years. If an elected Bureau Member is for any reason unable to exercise their function, the Bureau shall be empowered to appoint a replacement for completion of this Member's term of office.

Article 16

Tasks. The Bureau shall exercise control of such day-to-day affairs of RILEM, as are delegated to it by the General Council and shall ensure that the statutes and rules are observed. It shall be responsible to the General Council to which it will submit an annual report.

Article 17

Duties.

17.1 The duties of the Treasurer and the Bureau shall include the verification of the accounts of the General Secretariat.

17.2 The Bureau is also in charge of the preparation of the annual budget of the Association, and the designation of those



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amongst its members having the authority on the accounts and the power to sign for the Association. By default, this authority is given to the Secretary General and the Treasurer by the Bureau. However, the Bureau could designate someone else.

SECRETARIAT GENERAL

Article 18

Task. The Secretary General is the executive organ of the General Council and the Bureau. They oversee the opening and handling of the current accounts.

Arrangements for periodical or occasional publications as approved by the Bureau shall be made by the Secretariat General.

Article 19

Secretary General. The Secretary General shall be paid by the Association. They shall be appointed by the Bureau after consulting the Bureau Members.

The conditions of employment will be made in accordance with local law.

RESIGNATION, CANCELLATION, EXPULSION

Article 20

A Member wishing to end their Membership can do so informing the Secretary General. If the annual dues concerning any one year are not paid before the end of the first semester of the following year, this absence of payment shall be considered as a *de facto* resignation. Upon proposal of the Bureau, the General Council can proceed to exclude any Member of RILEM whose actions are judged prejudicial to the Association. At least fifteen countries must be represented. A majority vote of 67% is required.

AMENDMENTS TO THE STATUTES

Article 21

Amendments to the present Statutes shall be decided by the General Council. At least fifteen countries must be represented. A majority of 67% of the votes is required, and a majority of more than 50% of the countries present is required.

DISSOLUTION OF THE ASSOCIATION

Article 22

A proposal to dissolve RILEM shall be decided by a vote of the General Council. At least eighteen countries must be represented. A majority vote of 75% is required. This proposal shall then be made the subject of a vote by correspondence to all Members of RILEM up to date with their Membership dues. To be effective it shall have a majority of three quarters of Members who have made known their vote within two months. The Bureau shall be the responsible organ for establishing the dissolution, and the liquidation of the Association's assets. These processes shall be carried out under the Bureau's direction by a liquidator appointed by the Bureau.