

Rules of Procedure of the World Board and the Executive Board of IFOAM – Organics International

Extract from IFOAM – Organics International’s statutes § 7. World Board:

‘The World Board decides all issues not yet determined by the General Assembly. The World Board establishes rules of procedure for the World and Executive Board and the General Assembly, which are to be approved by the General Assembly. The World Board may set up Working Groups, Committees, and regional or thematic task groups. It may also delegate specific tasks to such bodies or to individuals. The World Board takes decisions by simple majority with at least half of the members present and by open vote. On the request of three World Board members a meeting is called with six weeks notice.’

General

The WB is responsible to the GA for all decisions it makes.

The World Board acts as a working team.

Members are supposed to act in their individual capacity and always see to the interest of IFOAM – Organics International.

Members shall take active part in the work of the World Board and shall attend all World Board meetings.

No member of the World Board shall vote in matters concerning his/her own interests. All Board members have to declare their interests according the World Board policy.

A World Board member operates according to the policy for World Board Members participation in internal bodies.

Program

The World Board sets up a program for execution of the General Assembly's decisions and its own.

Confidentiality

The World Board members shall abide to the confidentiality policy set by the World Board.

An agreement on confidentiality has to be signed by every Board member.

Organization of the World Board Meetings

The President is responsible for the agenda.

Exact dates are fixed one year in advance by the World Board. Shifting of a future meeting has to be put on the official agenda of the previous meeting.

Decisions of the World Board

Decision making by the World Board is made by:

Meetings

Other means according to World Board policy.

Minutes

The minutes indicate whether a decision has been taken unanimously or by majority. If requested, the minority position must be stated in the minutes.

The detailed policy for minute keeping; approval of minutes; following up decisions; is set by the World Board.

An abstract of the World Board meeting minutes is published in the Internal Letter. Full minutes are available upon request to all full members of IFOAM – Organics International with confidential points only named by theme.

Representation, liaisons, counterparts

Any documents of legal relevance shall be signed by two members of the Executive Board.

The World Board assigns counterparts to internal bodies. They act according to World Board policy.

In other matters the following apply: Any Board member or the Executive Director can represent the organization subject either to a general task assignment by the World Board or a decision by the World Board or the E-Board. Any Board member that is asked by an outside party to represent the Federation might do so according to World Board policy.

Further, the World Board may delegate any person or organization to represent the Federation, according to World Board policy.

Communication

The World Board operates according to its communication policy.

Compensation

The World Board may pay compensation for costs and services in reasonable amounts and within the budget frame to members of the World Board, according to its policy.

Removal

Upon request by three members of the World Board, substantiated by evidence, the World Board can consider the removal of a Board member from the World Board and/or the E-Board. Removal may be done in cases of:

acts contrary to the Federation's objective.

continued failure to perform his/her duties

repeated non-attendance to World Board meetings

significant breach of confidentiality

deliberate failure to declare interests relevant to topics decided upon, according to World Board Policy

other criteria that the WB deems appropriate.

The member in question must be given an opportunity to be heard at least at one WB meeting. Removal may only be done by a 2/3 majority vote by two consecutive meetings. The removed Board member has the right to appeal in accordance with the IFOAM – Organics International Appeals procedure.

Executive Board

Extract from IFOAM – Organics International's statutes § 8. Executive Board

‘The Executive Board is constituted by three members of the World Board: The President and two Vice-Presidents. The Executive Board represents the Federation, executes the decisions of the General Assembly and World Board, decides on issues not yet decided upon by the General Assembly or the World Board, reviews the organization performance and initiates the remedy of short-comings. Executive Board decisions are taken by simple majority with at least half of the members present and by open vote; IFOAM – Organics International is legally represented by two members of the Executive Board acting jointly.’

The World Board may set detailed rules for the Executive Board

The E-Board is accountable and reports to the WB.

The procedures above apply also the E-Board whenever applicable.

First approved by the World Board in Tholey Theley, July 1990 and confirmed by the IFOAM General Assembly 1990 in Budapest

Amended by the World Board in Hannover, February 2000

Confirmed by the General Assembly in Basel, September 2000