

Rules of Procedure of *IFOAM Aquaculture Forum*

Name

The name of the IFOAM body is *IFOAM Aquaculture Forum*.

A substructure is established called *IFOAM EU Organic Aquaculture Expert Group*.

Nature of the body

IFOAM Aquaculture Forum is an organ within the IFOAM Action Group, organizing IFOAM – Organics International Affiliates and other non-affiliated stakeholders involved or interested in organic aquaculture.

Due to IFOAM – Organics International’s relatively new engagement with aquaculture, these Rules of Procedure are as simple as possible. They will evolve appropriate to the level of activity of the Forum. The principle objective of this version dated October 20, 2016 is to support the Forum engaging with the global organic aquaculture community with a view to developing the concept of organic aquaculture.

IFOAM EU Organic Aquaculture Expert Group has established its own Terms of Reference (ToR), which are referenced as Annex 1.

Objective

The purpose of *IFOAM Aquaculture Forum* is:

- to pursue the objectives of IFOAM – Organics International within the area of aquaculture
- to support activities that develop the organic aquaculture sector and to facilitate information between members
- to represent its members within IFOAM – Organics International and to external stakeholders
- to discuss standards and certification and to develop positions on issues where necessary
- to provide advice on aquaculture to committees and the World Board of IFOAM – Organics International
- to further develop the concept of organic aquaculture.

Membership

There are two categories of affiliation with the body:

- **Member** (with voting right) and **Associate** (without voting right).
- Members are IFOAM – Organics International Affiliates (members, associates and supporters).
- Associates are NON-IFOAM – Organics International affiliates (organizations and individuals).
- The number of Associates is limited to 25% of the total number of *IFOAM Aquaculture Forum* Affiliates.

The criteria for membership are:

- affiliation with IFOAM – Organics International (as member, associate or supporter), and
- interest in and scope of activity related to organic aquaculture.

The criteria for membership in the substructure *IFOAM EU Organic Aquaculture Expert Group* are reflected in that group's *ToR*.

The *IFOAM Aquaculture Forum* Chair decides upon admission of members to the Forum. The Chair may expel members that act against the Forum's objectives or interests. The decisions may be appealed to IFOAM – Organics International.

The Chair may invite non-affiliates to its meetings, but they do not have a vote.

Organs

The official organs of *IFOAM Aquaculture Forum* are the General Assembly and the *IFOAM Aquaculture Forum Chair*. A Co-ordinator carries out their decisions.

One permanent substructure is ***IFOAM EU Organic Aquaculture Expert Group***.

General Assembly

A General Assembly (GA) shall be held regularly, either in person or virtually. It is announced in writing by the *IFOAM Aquaculture Forum Chair*. General Assemblies must be announced two months in advance.

The General Assembly votes by simple majority with at least 20% of the members represented. Voting is open or by secret ballot, if so requested by one member. Members have one vote. Associates cannot vote. Votes by written proxy are permitted, but restricted to a total of three votes per person.

Decisions of the General Assembly are recorded in minutes, which are signed by the Chair and distributed to all Forum affiliates and to IFOAM – Organics International.

On the written request of 25 % of the members, the *IFOAM Aquaculture Forum Chair* or by IFOAM – Organics International an extraordinary General Assembly shall be called.

The Chair

The *IFOAM Aquaculture Forum* Chair shall be elected by the *IFOAM Aquaculture Forum* GA. For the role specification of the Chair see Annex II.

Candidates may put themselves forward, submitting a cover letter and *Curriculum vitae*.

The Chair shall be the point of contact with IFOAM – Organics International, and shall be responsible for communication with the membership for both *IFOAM Aquaculture Forum* and *IFOAM EU Organic Aquaculture Expert Group*.

The Coordinator

The *Chair* appoints a Coordinator who organizes the office in execution of the decisions of *IFOAM Aquaculture Forum*.

Any amendments to Rules of Procedure must be shared with the Executive Director of IFOAM – Organics International before they enter into force.

Finances

Membership fees are fixed by the General Assembly (GA). In case a fee scheme will be approved by the GA the membership fees are invoiced together with IFOAM – Organics International fees by IFOAM – Organics International.

Communication with IFOAM

All relevant decision shall be communicated to IFOAM – Organics International in English.

Termination

When *IFOAM Aquaculture Forum* is terminated its remaining assets shall be transferred to IFOAM – Organics International.

These Rules of Procedure replace the RoP from January 2003.

Annex 1: Terms of reference for the IFOAM EU Organic Aquaculture Expert Group

Annex 2: Role of the Chair

Approved by the IFOAM Aquaculture Forum on 2016-10-20.

Confirmed by the Executive Director of IFOAM – Organics International, Markus Arbenz, on 2016-11-18