

International Law Association

REVISED PROCEDURES FOR ESTABLISHING INTERNATIONAL COMMITTEES AND STUDY GROUPS

Adopted by the Executive Council on 22 November 1997

Establishment of International Committees

1. Proposals of a subject for study by the International Law Association may be made by any Branch or member.
2. On the recommendation of the Director of Studies, the Executive Council may under Article VI, paragraph 8, of the Constitution establish an International Committee, define its mandate, and appoint a Chair and one or more Rapporteurs, who shall be members of the Association. In deciding on the appointment of officers of a Committee, regard should be paid to the representation of different legal systems and of the various geographical regions.

Nomination and Appointment of Members

3. Branches will be notified of the establishment of the Committee. Each Branch may nominate one or more members of the Association as members of a Committee, on the following basis: for Branches with a paid-up membership of less than 100, one member of the Committee; for Branches with a paid-up membership of 100-250, two members; for Branches with a paid-up membership of more than 250, three members. In case of need and with the approval of the Chair of the Committee, a Branch may nominate one alternate for each appointed member.
4. The Director of Studies may nominate up to five members of the Headquarters Branch to any Committee.
5. No person may be a member or alternate member of more than two Committees at the same time.
6. It is recognised (a) that it is impractical for all Branches to have members on every Committee; (b) that persons should only be nominated who are willing to contribute to the work of the Committee, in particular by responding to questionnaires and circulated drafts, and (c) that the role of alternate is particularly appropriate to enable younger members of the Association to participate in its work. Although there is no fixed maximum number of members for Committees, that number should be kept under review so as not to become unwieldy.
7. The Executive Council may appoint to a Committee persons nominated in accordance with these procedures, subject to the approval of the Chair of the Committee. In giving approval the Chair should take into account relevant expertise, geographical representation and the needs of the Committee.
8. As a supplement to the membership of Committees under paragraph 7, the Executive Council may, on the joint recommendation of the Director of Studies and the Chair of the Committee, appoint up to three additional members. Additional members will be persons with special expertise and experience in the subject of the Committee, who have indicated their willingness to contribute to its work and who are or forthwith become members of the Association.

9. Officers and members of Committees serve in a personal capacity and not as representatives.
10. Paragraphs 3-5 are without prejudice to the membership of Committees as established at the date of the adoption of these revised procedures.

Mandate of Committees and Renewal of Mandate

11. Committees will be established with a mandate in the first instance for four years. The Executive Council may renew the mandate, in its original form or with amendments, for further periods of up to four years. The membership of the Committee will be reviewed, on the recommendation of the Chair of the Committee and the Director of Studies, on each occasion of renewal of the mandate. This paragraph applies to existing Committees, whose mandate in the first instance will be four years from the adoption of these revised procedures. During the last year of a Committee's mandate, no new members should be nominated.

Work of Committees

12. The Officers of a Committee shall communicate regularly with members of the Committee. They shall provide sufficient time to them for commenting on drafts prepared by the Rapporteur(s), in order to ensure that the reports of the Committee represent the collective work of its membership. The Chair of the Committee shall keep the Director of Studies informed of the work of the Committee.

Study Groups on Particular Topics

13. The Executive Council may also, on the recommendation of the Director of Studies, establish Study Groups on defined topics, either with a view to engaging in work preparatory to the establishment of an International Committee, or to commenting or reporting on some issue within the fields of interest of the Association.
14. The mandate and composition of Study Groups shall be determined by the Executive Council on the recommendation of the Director of Studies, taking into account any suggestions of Branches.
15. Study Groups shall be established for a period of not more than three years in the first instance. In case of need their mandate may be renewed.
16. In the event of urgency, a Study Group may be established by agreement between the Officers of the Association, subject to ratification by the next meeting of the Executive Council.