

## **APPROVED**

By Resolution of the Board of Public  
Union “Interstate Consultants  
Engineers Guild”

Protocol No. 3 dated 10<sup>th</sup> June 2015

### **PROVISIONS on the Auditing Commission of the Public Union “Interstate Consultants Engineers Guild”**

1. Provisions on the Auditing Commission of the Public Union “The Interstate Consultants Engineers Guild” (hereinafter referred to as “The Provisions”) have been developed pursuing implementation of the Statutes of the Public Union “The Interstate Consultants Engineers Guild”.
2. The Provisions shall define the authorities, order of the formation and functioning of the Auditing Commission of the Public Union “The Interstate Consultants Engineers Guild” (hereinafter referred to as “The Auditing Commission”).
3. The Auditing Commission shall be a collegiate controlling organ of the Public Union “The Interstate Consultants Engineers Guild” (hereinafter referred to as “The Union” providing the functions of controlling the financial and economic activities of the Union.
4. The Auditing Commission shall be subordinated and report to the Board of the Union.
5. The authorities of the Auditing Commission shall include the following:
  - checking the financial and economic activities of the Union, the Yearly Financial Report and the Accounting Balance of the Union;
  - preparation of the conclusion (report) on the base of the checking outcomes and submission of that to for approval by the Board of the Union;
  - reporting to the Board of the Union on the checking outcomes;
  - informing the Board of the Union of the identification of abusive acts and improper practices or of a danger of occurrence a threat to the rights, legal interests, reputation, prestige, authority of the Union and/or to the rights, freedoms, legal interests, reputation, prestige, authority of the Union’s members;

- submission to for the consideration by the Board of the Union proposals on the issues relating to the financial and economic activities, achievement of the aim and implementation of the objectives of the Union.

6. The Board of the Union, the President of the Union and the Vice-President of the Union shall be obliged on request of the members of the Auditing Commission provide information those need for exercising their authorities and powers.

7. The Auditing Commission shall be organised of the Head of the Commission and of its members. The membership of the Auditing Commission shall be approved by a decision of the Board of the Union. Members of the Auditing Commission shall be delegated (recalled) by the Union's members. The Head of the Auditing Commission shall be elected by the members of the Auditing Commission from its own members.

8. A member of the Auditing Commission may be an individual that is in labour relations with the Union, as well as a representative of the Union's member who has at the same time his representative in the Board of the Union.

9. Organisational forms of the work of the Auditing Commission shall be planned and non-planned audits of the financial and economic activities of the Union and meetings at which there are to be settled issues related to holding the audits and organisation of the work of the Auditing Commission.

10. A planned audit shall be carried out by the Auditing Commission on the base of the final outcomes of the check the financial and economic activities for the period being reported on, but at least one time a year.

11. The non-planned audits shall be carried out by the Auditing Commission on its own initiative or due to a decision of the Board of the Union.

12. Members of the Auditing Commission shall be obliged to take personally participation in carrying out audits and in the meetings of the Auditing Commission, and they shall not transfer their authorities to another member of the Auditing Commission or to a third person.

13. The Auditing Commission shall have the right to make decisions, if at the meeting there are present  $\frac{2}{3}$  of the total number of the members of the Auditing Commission.

14. Decisions at meetings of the of the Auditing Commission shall be made through voting by a show of hands and by a simple majority of the votes of the members of the Auditing Commission present at the meeting. When voting at a meeting, the Head and members of the Auditing Commission shall have one vote. If there is an equal division of the votes, the vote of the Head of the Auditing Commission shall be the casting one.

15. Members of the Auditing Commission who are apart on the decision having been made, shall have the right to express their individual opinion, which

shall be included in the Minutes of the meeting and communicated to the Board of the Union.

16. Minutes of Meetings of the Auditing Commission shall be signed by all the members of the Auditing Commission being present at the meeting.

17. Minutes of Meetings of the Auditing Commission shall be transferred to the Union's archive and be kept there for all the time of the Union's functioning. Minutes of meetings or extracts from those may be provided for the members of the Union and for the officials of the Union's administrative bodies for those people to get aware of their contents in the order provided for using the service documentation.

18. Members of the Auditing Commission shall implement their authorities and powers on a volunteer basis, if otherwise was not set up by a decision of the Board of the Union.