

**APPROVED**

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“Interstate Consultants Engineers  
Guild”

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**Provisions on the Collegium  
of the Public Union “Interstate Consultants Engineers Guild”**

1. The Collegium of the Public Union “Interstate Consultants Engineers Guild” (hereinafter referred to as “The Union”) shall be a permanently acting body of the Union that shall act on the basis of openness, collegiality, equality of all its members, searching for a consensus and non-discrimination.

2. The Collegium of the Union shall include one representative from each member of the Union (irrespective of the kind of the membership).

3. The Collegium shall be formed of the representatives delegated by each member of the Union (irrespective of the kind of the membership). No member of the Union may be represented in the Collegium by more than one representative. A member of the Union shall not have the right to delegate a representative to the Collegium, nor delegate representation of his own interests to a person, who is a representative of another member (or members).

4. Members of Union shall independently delegate their representative into the Collegium membership, of which they shall inform in writing (with the signature of the member – a individuals entities person, the head of a legal entity having the right to sign documentation) the President of the Union. The representative may be delegated permanently or on a temporary basis, so as to solve separate issues, as well as he may be recalled by the member of the Union at any time. In case of delegating or recalling the representative, the member of the Union shall inform of his consent or disagreement to disseminate the information of that on the Internet site of the Union.

5. Individuals entities who are members of the Union shall be included into the Collegium of the union personally, or they may delegate there their representative.

6. One person may be a representative of a few members, and in voting he shall have the right of using the number of votes corresponding to the number of the members this person is representing.

7. The principal form of the Collegium work shall be Meetings. Meetings may be held with using electronic communication means.

8. Meetings of the Union's Collegium shall be held at least one time in six months. Meetings of the Union's Collegium shall be presided by the President of the Union or by a person having been authorised by that one.

9. Meetings of the Union's Collegium shall be of legal capacity, if the meeting is attended by members of the Union's Collegium who are authorised to represent interest of at least half the members (regardless of the kind of the membership) of the Union.

10. Decisions of the Union's Collegium shall be considered passed, if in favour of a decision the majority of the Union' Collegium taking part in the meeting have voted.

11. The Union's Collegium shall have the right to make decisions on any issues related to the activities of the Union. If due to the Statutes the issue shall be included in the competence of the President of the Union or of the Board of Union, the decision of the Collegiate shall become effective from the moment of its approval by the respective body. The President of the Union or the Board of the Union after receiving the issue having been made by the Union's Collegium, shall have the right to approve that by his own decision, change or cancel.

12. A draft of the agenda of a meeting of the Union's Collegium shall be formed by the President of the Union and delivered to the members of the Union's Collegium at least one week in advance before the date of holding the meeting (making summings-up during the meeting with using the communication means).

13. Members of the Union's Collegium shall have the right to submit their own proposals for including those in the agenda (concerning the inclusion of additional items), put forward making amendments in the draft of decisions or propose alternative projects, and independently, or through the Executive body of the Union, disseminate them to other members of the Union's Collegium.

14. The agenda shall be approved on the day of holding the meeting (the day of stopping acceptance of drafts of decisions from members of the Union's Collegium, if the meeting is to be held with using electronic communication means).

15. The Union's Collegium shall make Minutes on the basis of the meeting outcomes, which shall be signed by the person, who was presiding at the meeting (the Chairman of the meeting), and by the person, who was fixing the Meeting scenario and the decisions made at the Meeting (the Secretary of the Meeting).

16. Materials of the meetings of the Union's Collegium shall be kept by the executive body of the Union.

17. The Union's Collegium, when making a decision, shall indicate specifically the needs for such a decision to be placed on the Internet site of the Union.

18. Members of the Union's Collegium shall have the right:

- to get aware of all the decisions of the Union's bodies;
- to be informed of meetings of the Union's Collegium, a draft of the respective agenda and drafts of the decisions of the meeting;
- to express his suggestions and denials in regard of the agenda issues, drafts of the decisions of the Union's Collegium, etc.;
- to spread information on their membership in the Union's Collegium;
- to have access for getting to know all the documents, decisions, letter, reports on the negotiations having been carried out, plans of work, drafts of documents;
- take part in Meetings of the Union's Collegium;

- to announce in public of their participation in the Union's activities, place the respective data on official forms, visit cards, personal Internet sites, in interviews, etc.

11. Members of the Union's Collegium shall be obliged to do the following:

- undertake all measures aimed at achieving the aims and objectives of the Union;

- help other members of the Union's Collegium, members of the Board, the respective community in the formation of the right world view, correct understanding of the aims and objectives of the Union and *FIDIK*, their ethical codes, etc.;

- consciously fulfill the duties of the Union's Collegium member;

- inform of occurrence of a conflict of interests; not use his authorities and information in his own interests or in interests of some other involved persons;

- not permit any actions or expressions which may become harmful for the authority of the Union;

- not spread without a special permission information about the Union or its members, which they might know while fulfilling authorities of the Union's Collegium member;

- not permit any manifestations of intolerance or discrimination of other persons;

- contribute to disseminating the positive information about the achievements of the Union;

- be careful to the environment and to the energy saving.