

APPROVED
by Resolution No. 4-1 of 25.02.2025
of the Board of the Public Union
"Interstate Consultants Engineers Guild"

REGULATION
on the Scientific and Expert Board
of the Public Union "Interstate Consultants Engineers Guild"

1. The Scientific and Expert Board of the Public Union "Interstate Consultants Engineers Guild" (hereinafter – Scientific and Expert Board) is an advisory and consultative panel unit established to provide professional consulting and motivated recommendations on engineering activities related to the statutory objectives and tasks of the Public Union "Interstate Consultants Engineers Guild" and require professional expert support and panel review.
2. The Scientific and Expert Board shall carry out its activities on a non-profit basis.
3. In its activities, the Scientific and Expert Board shall be guided by the Constitution and laws of Ukraine, decrees of the President of Ukraine, acts of the Cabinet of Ministers of Ukraine, Charter of the Public Union "Interstate Consultants Engineers Guild," and this Regulation.
4. The Scientific and Expert Board shall consist of the Chair, Deputy Chair, members of the Scientific and Expert Board and the Executive Secretary.
5. The Scientific and Expert Board shall consist of at least 7 and at most 15 persons.
6. The Scientific and Expert Board can be joined by consulting engineers, construction supervision engineers, design engineers, architects, construction experts (verifiers), researchers and lecturers, as well as other experienced specialists that by the field of activities are close to statutory objectives and goals of the Public Union "Interstate Consultants Engineers Guild."
7. At least eighty percent of members of the Scientific and Expert Board shall be persons that possess qualification certificates (certificates) of the "Leading" category or a scientific degree in a relevant field of knowledge.
8. The names of members of the Scientific and Expert Board shall be approved by a decree of the President of the Public Union "Interstate Consultants Engineers Guild."
9. The Chair of the Scientific and Expert Board shall be a Vice-President of the Public Union "Interstate Consultants Engineers Guild."
10. The Deputy Chair of the Scientific and Expert Board is elected by open voting from among the members of the Scientific and Expert Board.
11. The head of the Consulting Department of the Public Union "Interstate Consultants Engineers Guild" shall be the Executive Secretary of the Scientific and Expert Board.
12. Members of the Scientific and Expert Board shall have no right to delegate their authorities to other persons.
13. Authorities of a member of the Scientific and Expert Board can be terminated early in the event of their application to resign from the Scientific and Expert Board or due to other circumstances that disenable their participation in the work of the Scientific and Expert Board.
14. The Scientific and Expert Board can include the Presidium of the Scientific and Expert Board.

15. The Presidium of the Scientific and Expert Board shall be elected by voting from among the members of the Scientific and Expert Board. The Chair, Deputy Chair, and Executive Secretary shall be included in the Presidium by their positions.
16. The Presidium of the Scientific and Expert Board shall resolve issues within its competence between meetings of the Scientific and Expert Board.
17. Meetings of the Scientific and Expert Board shall be convened as necessary. Before the beginning of the Scientific and Expert Board's meeting, the agenda and materials to be discussed shall be sent to its members by any means of communication.
18. The Chair of the Scientific and Expert Board shall
 - organize and manage the work of the Scientific and Expert Board;
 - make decisions on holding the meetings of the Scientific and Expert Board, convene the meetings, and preside over them;
 - determine the range of issues that require review and discussion and approve the agenda of the Scientific and Expert Board's meetings;
 - coordinate activities of the members of the Scientific and Expert Board, distribute duties among them, and give instructions to the Executive Secretary, Deputy Chair, and members of the Scientific and Expert Board.
19. In the absence of the Chair, their duties shall be performed by the Deputy Chair of the Scientific and Expert Board.
20. The Secretary of the Scientific and Expert Board shall ensure organization of its work:
 - draft the agenda of meetings of the Scientific and Expert Board;
 - send out the agenda and materials to be discussed to members of the Scientific and Expert Board;
 - prepare minutes and decisions of the Scientific and Expert Board.
21. Members of the Scientific and Expert Board shall:
 - submit proposals to review issues by the Scientific and Expert Board;
 - participate in the processing and study of issues included in the agenda of the Scientific and Expert Board;
 - contribute to development and discussion of relevant proposals and recommendations.
22. Members of the Scientific and Expert Board shall ensure confidentiality of the information received while exercising their duties.
23. By decision of the Chair of the Scientific and Expert Board, some qualified specialists may be involved in the work of the Board with a right to have an advisory vote, including from among research and practical staff, representatives of authorities, local self-governments, enterprises, institutions and organizations, domestic and international associations of entrepreneurial and/or professional operators.
24. If necessary, the Scientific and Expert Board may form task forces in individual areas of work.
25. The Scientific and Expert Board shall ensure a comprehensive discussion of issues on the agenda, which results in making a decision that includes motivated proposals and recommendations.
26. Decisions on issues reviewed by the Scientific and Expert Board and its Presidium shall be made at the meetings attended by at least two-thirds of the members or via communication means in the form of internet and video conferences or through surveying using other communication means (fax, telephone, post, email, etc.).

27. Decisions shall be deemed passed if voted for by more than a half of those present at a meeting of the Scientific and Expert Board or its Presidium or more than a half of its members when making a decision via surveying or using communication means.
28. Decisions shall be formalized by minutes signed by the chairperson, and are of a recommendatory nature.

Iryna Lagunova

**Executive Secretary of the Scientific and Expert Board,
Head of the Consulting Department,
Public Union "Interstate Consultants Engineers Guild"**