

**International
MultiModal**



**Transport
Association**

Rules, 2000

Nature of the Association

1. The **INTERNATIONAL MULTIMODAL TRANSPORT ASSOCIATION** (IMMTA) is established as a non-profit technical and specialized organization registered in Switzerland.

Objectives of the Association

2. To act as a catalyst for the exchange of ideas on modern trade and transport technologies; to further the concept of multimodal transport and logistics throughout the world; to serve as a forum for the exchange of commercial and scientific information, including implications on the environment, on the development and application of multimodal transport and logistics and to arrange meetings thereof; to act as a pool of experts on multimodal transport issues.

Activities of the Association

3. The Association will further the concept of multimodal transport and logistics through various means including research, the publication of papers, articles and books and other technical activities as appropriate. The Association will arrange such meetings, seminars or conferences as it sees fit and consistent with its Objectives. It may confer awards and/or honours from time to time. The Association may establish links with other organizations with similar aims or objectives. All such activities must be arranged on a self-financed basis. The Association will keep its members informed of its activities in a manner consistent with the objectives of the Association.

Membership

4. The Association shall consist of members who are willing to take part in or otherwise encourage the objectives of the Association.

There shall be seven types of memberships:

Charter Members: Participants at the 1st UNCTAD Global Multimodal Transport Meeting in Valencia, Spain.

Full Members: Lecturers and former participants of an accredited Multimodal Transport Workshop.

Associate Members: Other persons interested in the promotion of trade, multimodal transport and logistics.

Academic Institutional Members: Universities or Higher Management Institutions participating in the IMMTA Academic Award Scheme.

Corporate members: Companies, institutions and organizations wishing to support the objectives and activities of the Association.

Sponsor Members: Members wishing to support the Association by sponsoring one or more major activities of the Association according to criteria set out by the Committee.

Student members: Persons who are attending higher learning institutions on a full-time or part-time basis.

6. Candidates wishing to become members of the Association shall apply for membership to the Secretariat of the Association indicating their interest in the promotion of trade, multimodal transport and logistics. Persons applying for membership as Full or Associate Members should enclose their curriculum vitae with the membership application. The Secretariat shall present applications to the Committee which shall have the sole authority to approve or deny such memberships.

Governing bodies

7. The governing bodies of the Association are its General Meetings and its Committee, assisted by its Secretariat.

Ordinary General Meeting

8. Ordinary General Meetings shall be called by the Committee and will take place every two years, if practicable, in a different region of the

world: in the Americas, in Asia, in Africa, in Central and Eastern Europe, and in a country of a member State of the Organization of Economic Cooperation and Development (OECD).

9. At an Ordinary General Meeting of the Association, one third of each type of memberships having the right to vote, present in person or by proxy, shall form a quorum.
10. Should a change of venue and/or time be necessary, any such change must be communicated to all members of the Association not less than three calendar months before the date of the meeting.
11. Should it, for unavoidable reasons, be necessary to cancel an Ordinary General Meeting and impractical to have it rescheduled, the Committee shall, within two months, call an Extraordinary General Meeting according to Rule 12, in its place.

Extraordinary General Meeting

12. An Extraordinary General Meeting of the Association may be called at any time by the Committee or upon the request of no less than one fifth of each category of members stating the purpose(s) for which such a meeting is called. No other business may be transacted at such meeting.
13. An Extraordinary General Meeting shall be held not later than six months after the call for such a meeting. The place and time of the meeting shall be decided by the Committee and shall be communicated to all members having the right to vote not less than one calendar month before the date of the meeting, however, Extraordinary General Meetings of the Association may be conducted through exchanges of post, fax messages, emails, or through teleconferences.
14. At an Extraordinary General Meeting of the Association, one fourth of each type of memberships having the right to vote shall form a quorum.

Voting

15. Each Charter and Full Member shall have two votes. Each Associate, Academic Institution, Corporate and Sponsor Member shall have one vote. Student Members shall have no vote. No category of membership shall have the power of veto.
16. Voting at all Ordinary General Meetings and Extraordinary General

Meetings may be in person, by post, fax or by email. Voting by post, fax or email (to be sent to the Secretariat) may be permitted provided such votes are received not later than the day before the date called for the Ordinary General Meeting or Extraordinary General Meeting. A vote sent by post, fax or email will be considered as constituting "presence" of the member at the meeting and be counted to make up a quorum. Votes by post, fax or email received after the commencement of the Ordinary General Meeting or Extraordinary General Meeting must be ignored.

17. Decisions are taken by simple majority of all votes cast. In case of equality of votes, the vote of the President of the Association shall be deciding.

Officers of the Association

18. The Association shall be headed by a President and a Vice President elected at the General Meeting. Their term of office shall be from General Meeting to General Meeting and may be eligible for reelection.
19. The President and Vice President of the Association shall also serve as Chairman and Vice Chairman of the Committee.

Committee

20. The practical working and administration of the Association shall be entrusted to a Committee of not more than seven elected members and the Secretariat, four of whom shall form a quorum. In order to ensure the global nature of the Association, all efforts must be made to include on the Committee representatives from Africa, Asia, Latin America and the Caribbeans, Central and Eastern Europe, and the OECD countries.
21. The elected members of the Committee shall be elected by ballot at the Ordinary General Meetings of the Association held every two years. Its term of office shall be from Ordinary General Meeting to Ordinary General Meeting.
22. The Committee shall elect an Honorary Treasurer and an Honorary Secretary from among its numbers. The Committee shall have the power of vote of a majority of their numbers to fill any vacancy of the Committee that may occur during its tenure of office. The Committee shall take its decisions either at meetings, or through polling by fax, email or teleconferences. The Committee will take its decisions by vote

of simple majority. Should votes be even, the vote of the Chairman shall be deciding.

Duties of the Committee

23. It shall be the duty of the Committee to manage the funds and affairs of the Association through the Secretariat.
24. The Committee will review all applications for membership and approve or reject application by a vote of simple majority. Should votes be even, the vote of the Chairman shall be deciding. In reaching its decision, the Committee will review the curriculum vitae of each applicant for Full or Associate membership.
25. The Committee shall have the duty to arrange for meetings of the Association, and to arrange for such seminars and/or conferences or other meetings consistent with the Objectives of the Association, as the Committee sees fit.
26. The Committee shall have the power, through the Secretariat, to establish specialist groups or task forces as it deems necessary, to carry out research, publish articles, papers or books, to rent meeting facilities and equipment, and to make such other arrangements for the engagement of speakers and other persons to ensure that the Objectives of the Association are pursued.
27. The Committee may establish such By-Laws as it deems necessary. New or changed By-Laws shall be presented for approval to the first General Meeting scheduled after their publication. By-Laws shall, however, become effective as soon as they are published.

Secretariat

28. Day-to-day secretariat duties will be provided by the Secretariat which will also be represented at the Committee as a full committee member with one vote.
29. The Secretariat of the Association shall communicate with the Committee and the Members of the Association as necessary to ensure the smooth functioning of the Association.
30. The Secretariat may, if necessary and after approval of the Committee, on behalf of the Association, engage such staff as is necessary to carry out its functions provided adequate resources are available.

Membership Dues

31.

Charter members:		US\$ 50 per year,
Full members:		US\$ 50 per year;
Academic Institutional members:		US\$ 250 per year;
Associate members:		US\$ 100 per year;
Corporate members:		US\$ 250 per year;
Sponsor members:	minimum	US\$ 1,000 per year; and
Student members:		US\$ 30 per year.

32. Membership dues shall be payable by 1 January and entitle the payee to membership for the calendar year. Members joining the Association in mid-term shall pay the half annual dues for the remainder of the year and then be liable for the full dues falling due the following 1 January for the following year. No refund of dues paid shall be made.

Finances

33. All activities of the Association will be financed from its own resources. Resources will be obtained through annual dues and whatever donations that may be obtained. The Association may sponsor events of a general trade and transport-related nature for which it may charge an entrance or other fee(s). The Association may sell publications or books etc. to finance its activities.

Accounts

34. The accounting year of the Association shall run from 1 January to 31 December. Annual accounts must be prepared and circulated to members not later than 31 March of the following year.

35. Annual accounts shall be prepared by the Secretariat and sent to the Treasurer for verification. Once the Treasurer has approved the annual accounts, they must be submitted to the elected Auditors who will audit the accounts. When the Auditors have audited the annual accounts, they shall be sent to all members of the Committee. When the Committee has approved the audited accounts, they shall be sent to all

members of the Association.

36. The annual accounts for each two-year period between Ordinary General Meetings shall be presented to the next Ordinary General Meeting for approval.

Auditors

37. Two Honorary Auditors shall be elected by ballot at each Ordinary General Meeting of the Association. The auditors shall serve from one Ordinary General Meeting to the next. The Auditors may be reelected.

Termination of membership

38. Any member may resign from the Association by the end of each calendar year giving three months written notice to the Committee.
39. Any member failing to pay annual membership dues for the current year within three months after the same shall become due, or wilfully committing any breach of any Rule of any of the Rules or By-Laws of the Association made or to be made in pursuance thereof, or behaving in an unseemly manner shall thereby render himself, herself or itself liable, subject to the decision of the Committee, to immediate expulsion from the Association.
40. Any member expelled under the provisions of the foregoing Rule shall have the right of appeal, within two months of being expelled, against the decision of the Committee upon the written request of such member.
41. Upon receiving such a written request appealing against expulsion, the Committee shall reconsider its original verdict by secret ballot. Voting for or against expulsion shall be decided by simple majority. Should the vote go against the decision to expels the member in question, the member shall be reinstated to all the full rights and privileges of membership with immediate effect. In case of equality, the member shall be reinstated.

Amendments to the Rules

42. The Rules can only be amended at General Meetings. The Committee must circulate any proposed change to the Rules not later than one

month before a General Meeting. Ballots sent to Members before a General Meeting must contain separate voting options for each change to each Rule.

Dissolution

43. Should the interest in the Association diminish to a degree where it is no longer able to sustain itself financially, the Committee shall call an Extraordinary General Meeting of the Association which shall have as its sole purpose the dissolution of the Association. All remaining funds and other assets of the Association shall be donated to a charity in accordance with the decision at this Extraordinary General Meeting.

Office

44. The office of the Association is located at Rue de Moillebeau 3 b, CH-1209 Geneva, Switzerland.