INTERNATIONAL CIVIL DEFENCE ORGANISATION

ICDO

CONSTITUTION & REGULATIONS

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INTRODUCTION

The International Civil Defence Organisation (ICDO) is an intergovernmental organisation whose objective is to contribute to the development by States of structure ensuring the protection and assistance of populations and safeguarding property and the environment in the face of natural and man-made disasters.

These structures are generally known as civil protection, civil defence, civil safety and are all concerned with the management of emergency situations.

The ICDO federates the national structures established by States for this purpose with the aim of favouring cooperation and mutual solidarity between them.

LIST OF MEMBER STATES, OBSERVER MEMBERS AND AFFILIATED MEMBERS

As of May 2013

MEMBER STATES (52)	Membership date
ALGERIA	26.11.1997
ARMENIA	01.04.1994
AZERBAIJAN	03.11.1993
BAHRAIN	20.03.1990
BENIN	01.03.1972
BOSNIA –HERZEGOVINA	05.04.1994
BURKINA FASO	06.09.1078
BURUNDI	19.02.2009
CAMEROON	17.06.1989
CENTRAL AFRICAN REP.	15.07.1982
CHAD	01.03.1972
CHINA	03.09.1992
CONGO REP.	30.03.2007
CONGO REP. DEM.	12.11.1973
COTE D'IVOIRE	02.04.1981
CYPRUS	01.03.1972
EGYPT	01.03.1972
EL SALVADOR	30.12.1985
GABON	01.03.1972
GEORGIA	12.01.1995
GHANA	02.08.1974
GUINEA	25.10.2007
GUINEA-BISSAU	13.02.2009
HAITI	30.11.1989
IRAQ	03.08.1979
JORDAN	11.02.1978
KAZAKHSTAN	15.03.1996
KYRGYZSTAN	09.01.2012
LESOTHO	25.12.1976
LEBANON	01.03.1972
LIBERIA	01.03.1072
LIBYA	25.09.1972
MALAYSIA	06.06.2010
MALI	16.03.1974
MAURITANIA	03.04.1972
MOROCCO	29.08.1980
MOLDOVA	11.01.1997
MONGOLIA	04.11.2002
NIGER	03.05.1977
NIGERIA	07.10.2004
OMAN	20.12.1985
PAKISTAN	08.11.1975
PALESTINE	16.05.2007
QATAR	01.03.1972
RUSSIAN FEDERATION	05.05.1993
SAUDI ARABIA	01.03.1972
SENEGAL	24.06.1975
SUDAN	06.04.1994
SYRIAN ARAB REP.	12.09.1972
TUNISIA	01.03.1972
UNITED ARAB EMIRATES	16.05.1999
YEMEN	15.10.1997

OBSERVER STATES (15)	Membership date
CHILI	28.04.1993
FRANCE	19.12.1990
KOREA	04.12.2008
MALTA	10.02.1998
MAURITIUS	26.11.1996
MONACO	29.04.1996
NICARAGUA	18.11.2009
PORTUGAL	18.05.2000
RWANDA	19.12.1990
SERBIA	04.01.2011
SLOVAKIA	02.06.1994
SOUTH AFRICA	19.10.1994
SWITZERLAND	01.05.1997
UKRAINE	02.10.1998
ZIMBABWE	04.03.2004

AFFILIATED MEMBERS (21)	Membership date
Council of Arab Interior Ministers (C. A. I. M.)	29.10.1998
Naif Arab University for Security Sciences (NAUSS)	29.10.1998
Disaster Management Training Centre, Jordan Hashemite Charity Organisation, Jordan	02.11.2000
Union Nationale Française de Protection civile, France	02.11.2000
Conseil National de la Protection civile, France	02.11.2000
Corps Mondial de Secours, France	02.11.2000
The Institute of Civil Protection and Emergency Management ICPEM, U.K	02.11.2000
Union Suisse Pour la Protection Civile – USPC Switzerland	04.10.2002
Scientific and Production Center Rescue Equipment, Russia	23.11.2006
World Agency of Planetary Monitoring and Earthquake Risk Reduction (WAPMERR)	04.10.2002
International Institute of Security & Safety Management (IISSM), India	04.11.2008
AL-TAQADOM for General Safety & Rescue Devices L.C.C., Jordan	02.11.2010
Stratégique International pour la Protection des Populations, France	02.11.2010
Saudi Factory Fire Equipment Co.SFFECO, Saudi Arabia	02.11.2010
L'Association Nationale d'Experts Professionnels en Protection Civile et Situations d'urgence, Espagne	02.11.2010
The International Emergency Management Society – TIEMS, NOR	28.11.2012
The Arab Society for Occupational Safety and Health – ASOSH, JOR	28.11.2012
Corpo de Voluntarios Radio Emergencia, POR	28.11.2012
LESS AS (Light Emergency Stretcher systems), NOR	28.11.2012
World Medical Rehabilitation Center – WMRC, USA	28.11.2012
Civil Defence Academy of EMERCOM of Russia, RUS	28.11.2012

CONSTITUTION

of the

International Civil Defence Organisation

adopted on 17 October 1966

entered into force on 1 March 1972

Preamble

With a view to intensifying and co-ordinating on a worldwide scale the development and improvement of organisations, means and techniques for preventing and reducing the consequences of natural disasters in peacetime or of the use of weapons in time of conflict, the contracting States have agreed to the following

PART I – Establishment

Art. 1
The International Civil Defence Organization (hereinafter called the "Organization") shall be established by the present Constitution.

PART II – Functions

Art. 2
The functions of the Organization shall be:
(a) to develop and maintain close co-operation among the agencies entrusted with the protection and rescue of the populations and property;
(b) to encourage the establishment and development of a Civil Defence organisation in countries where such an organisation does not exist, in particular in developing countries, and to assist countries, upon their request, in
establishing and developing organisations for protection and rescue of the populations and property;
(c) to establish and maintain effective collaboration with specialised agencies, Government services, professional groups and such other organizations as may be deemed appropriate;
(d) to foster and ensure the exchange of information, experience, personnel and experts among the various countries in the field of protection and rescue of the populations and property;
(e) to furnish, upon the request of Members appropriate technical assistance, including organisation plans, instructors, experts, equipment and material as may be necessary;
(f) to establish and maintain such technical services as may be required, including documentation, study, research, equipment and other Centres;
(g) to gather and provide information on organisation protection and operation
principles with respect to the hazards threatening populations in case of floods, earthquakes, avalanches, major fires, hurricanes, dam bursts and other kinds of destruction as well as from air and water pollution or attacks with modern means of warfare;
(h) to gather and provide reports, studies, research work and specialized documents on the protection and rescue of the populations and property;
(i) to gather and provide information on the modern equipment and material to be used for operations in case of hazards such as listed under (g);
(j) to assist Members in developing an informed public opinion among all peoples on the vital necessity of prevention, protection and intervention in case of disaster;
(k) to study and to contribute to the exchange of knowledge and experience on appropriate preventive measures against damage through disasters;
(l) to intensify, in the event of large-scale disasters, the efforts of various rescue and relief organisations and groups;

(m) to undertake among Members initiatives and to contribute to relief actions in the event of large-scale disasters;
(n) to study and disseminate knowledge on teaching, training and equipping of personnel for protection and rescue agencies;
(o) to stimulate research on the protection and rescue of the populations and property by way of information, publication of studies and any other appropriate means.

PART III – Membership

Art. 3
Membership in the Organisation shall be open to all States.

Art. 4
The States may become Members of the Organisation by accepting this Constitution in accordance with the provisions of Part XV and in accordance with their constitutional processes

Art. 5
If any Member fails to meet its financial obligations to the Organisation or otherwise fails in its obligations under the present Constitution, the General Assembly may by resolution suspend it from exercising its rights and enjoying privi1eges as a Member of the Organisation until it has met such financial or other obligations.

Art. 6
Any Member may withdraw from the Organisation on twelve months' notice in writing given by it to the Secretary-General of the Organisation, who shall at once inform all the Members of the Organisation of such notice of withdrawal.

PART IV – Organs

Art. 7
The work of the Organisation shall be carried out by:
(a) the General Assembly (hereinafter called the "Assembly")
(b) the Executive Council (hereinafter called the "Council")
(c) the Secretariat.

PART V - General Assembly

Art. 8
The Assembly is the supreme authority of the Organisation and shall be composed of delegates representing Member-States.

Art. 9
Each Member-State shall be represented by one delegate.

Art. 10
The Assembly shall meet in ordinary sessions in intervals not exceeding two years, and in

such special sessions as may be necessary. Special sessions shall be convened at the request of the Council or of a majority of the Members.

Art. 11
The Assembly, at each ordinary session, shall select the country in which the next ordinary session shall be held, the Council subsequently fixing the place. The Council shall determine the place where a special session shall be held.

Art. 12
The Assembly shall elect a President and a Vice President as well as other officers at the beginning of each ordinary session. They shall hold office until their successors are elected.

Art. 13
The Assembly shall adopt its own rules of procedure.

Art. 14
In addition to functions set out in other Articles of the Constitution, the primary duties of the Assembly shall be:
(a) to determine general policies for the fulfilment of the functions of the Organisation as set forth in Art. 2;
(b) to name the Members entitled to designate a representative to the Executive Council ;
(c) to appoint the Secretary-General;
(d) to review and approve reports and activities of the Council and of the Secretary - General;
(e) to instruct the Council where necessary and establish such commissions as may be considered necessary for the work of the Organisation;
(f) to supervise the financial policies of the Organisation and to review and approve the budget;
(g) to promote and conduct research in the field of protection and rescue work by the personnel of the Organisation, by the establishment of its own study and research institutions or by cooperation with official or non-official institutions
of any Member-State with the consent of its Government;
(h) to establish such other institutions as may be considered desirable;
(i) to invite any organisation, international or national, governmental or non-governmental, which has responsibilities related to those of the Organisation, to appoint representatives to participate, without the right of vote, in its meetings or in those of the committees and conferences convened under its authority, on conditions prescribed by the General Assembly; invitations shall be issued only with the consent of the Government concerned;
(j) to establish regulations prescribing the procedures to be adopted by the various bodies of the Organisation, and in particular the general regulations, the regulations on finance, and the regulations on the staff of the Organisation;
(k) to establish technical commissions in conformity with the provisions of Part IX, to define their functions, co-ordinate their activities and consider their recommendations;
(l) to determine the location of the Secretariat of the Organisation;
(m) to take any other appropriate action to further the aims of the Organisation.

Art. 15
In a vote in Assembly each Member shall have one vote. Decisions shall be by a two-thirds majority of the votes cast for and against.

Art. 16
The presence of delegates of a majority of the Members shall be required to constitute a quorum for meetings of the Assembly.

PART VI - Executive Council

Art. 17
The Executive Council is the executive body of the Organisation.

Art. 18
The Assembly shall determine the number of the Members of the Executive Council and shall elect
the Members entitled to designate a person to serve on the Council, taking into account an equitable geographical distribution.

Art. 19
The Members of the Council shall be elected for four years; one half shall be renewed every two years.

Art. 20
The Council shall meet at least once a year and shall determine the place of each meeting.

Art. 21
A special session of the Executive Council shall be convened according to the procedures contained in the Regulations, after receipt by the Secretary-General of requests from a majority of the Members of the Executive Council.

Art. 22
The Council shall elect its Chairman and its Vice-Chairman from among its members.

Art. 23
In addition to functions set out in other Articles of the Constitution, the primary functions of the Executive Council shall be:
(a) to implement the decisions taken by the Assembly an to conduct the activities of the Organisation in accordance with the intention of such decisions;
(b) to study all questions concerning the protection and rescue of populations and property on an international scale;
(c) to prepare the agenda for the Assembly and to give guidance to the technical commissions in the preparation of their agenda;
(d) to report on its activities to each session of the Assembly;
(e) to administer the finances of the Organisation in accordance with the provisions of Part X of the Constitution;
(f) to advise the Assembly on questions referred to it by that body and on matters assigned to the Organisation by conventions, agreements and regulations;
(g) to submit advice or proposals to the Assembly on its own initiative;
(h) to submit to the Assembly for consideration and approval a general programme of work covering a specific period;
(i) to study all questions within its competence;

(j) to take emergency measures within the functions and financial resources of the Organisation to deal with events requiring immediate action;
(k) to authorise the Secretary-General to take the necessary steps for rescue action in case of disaster;
(l) to undertake studies and research the urgency of which has been drawn to the attention of the Council by any Member or by the Secretary-General;
(m) to perform such other functions as may be conferred on it by the Assembly.

Art. 24
In a vote in Council each Member shall have one vote. Decisions shall be by simple majority of the votes cast.

Art. 25
The presence of two-thirds of the Members shall be required to constitute the quorum for meetings of the Council.

PART VII - The Secretariat

Art. 26
The permanent Secretariat of the Organisation shall be composed of a Secretary-General and such technical and administrative staff as may be required for the work of the Organisation.

Art. 27
The Secretary-General shall be appointed by the Assembly on the nomination of the Council on such terms as the Assembly may determine. The Secretary-General shall be the chief technical and administrative officer of the Organisation.

Art. 28
The Secretary-General shall be ex-officio Secretary of the Assembly and of the Council, and shall attend ex officio all commissions of the Organisation. He may delegate these functions.

Art. 29
The Secretary-General shall prepare and submit annually to the Council the financial statements and budget estimates of the Organisation.

Art. 30
The Secretary-General shall appoint the staff of the Secretariat in accordance with staff regulations established by the Assembly. The paramount consideration in the employment of the staff shall be to assure that the efficiency, integrity and internationally representative character of the Secretariat shall be maintained at the highest level. Due regard shall be paid also to the importance of recruiting the staff on as wide a geographical basis as possible.

Art. 31
The conditions of service of the staff of the Organisation shall conform as far as possible with those of other international organisations.

Art. 32
In the performance of their duties, the Secretary-General and the staff shall not seek or receive instructions from any authority external to the Organisation. They shall refrain from any action which might reflect on their position as international officers. Each Member of the Organisation on its part shall respect the exclusively international character of the responsibilities of the Secretary-General and the staff and not seek to influence them in the discharge of their responsibilities to the Organisation.

PART VIII - Conferences

Art. 33
The Organisation shall carry out the tasks listed in Art. 2 also by organising general and local conferences, symposia, seminars and other technical meetings. Representatives of non-member States may attend these meetings as observers, as well as delegates of international and national organisations, governmental or nongovernmental. The manner of such representation shall be determined by the Assembly or the Council.

Art. 34
The Council and the Secretary-General may provide for representation of the Organisation at conferences in which they consider that the Organisation has an interest.

PART IX – Commissions

Art. 35
The Council shall establish such technical commissions as the Assembly may direct and, on its own initiative or on the proposal of the Secretary-General, may establish any other commissions considered desirable to serve any purpose within the competence of the Organisation.

Art. 36
The Council, from time to time and in any event annually shall review the necessity for continuing each technical Commission.

Art. 37
Members of the Organisation have the right to be represented on the Technical Commissions.

Art. 38
Each Technical Commission shall elect its President. He may participate, without the right of vote, in the meetings of the Assembly and of the Council.

Art. 39
The Council may provide for the creation of or the participation by the Organisation in joint or mixed commissions with other organisations and for the representation of the Organisation in commissions established by such other organisations.

PART X - Finances

Art. 40
The Secretary-General shall prepare and submit to the Council the annual budget estimates of the Organisation.
The Council shall consider and submit to the Assembly such budget estimates, together with any recommendations the Council may deem advisable.

Art. 41
The Assembly shall determine the maximum expenditure which may be incurred by the Organisation on the basis of the estimates submitted by the Executive Council.
Art. 42
The expenditures of the Organisation shall be apportioned among the Members of the Organisation in accordance with a scale to be fixed by the Assembly.

Art. 43
The Assembly shall delegate to the Executive Council such authority as may be required to approve the annual expenditures of the Organisation within the limitations determined by the Assembly.

Art. 44
The Assembly or the Council acting on behalf of the Assembly may accept and administer gifts and bequests made to the Organisation provided that the conditions attached to such gifts or bequests are acceptable to the Assembly or the Council and are consistent with the aims and policies of the Organisation.

PART XI - Documents submitted by Members

Art. 45
Each Member shall communicate to the Organisation laws, regulations, official reports and statistical data pertaining to protection and rescue of the populations and property which have been published in the country concerned.

PART XII - Legal status

Art. 46
The Organisation shall enjoy in the country of its headquarters such legal capacity and facilities as may be necessary for the fulfillment of its purposes and for the exercise of its functions.
Art. 47
The Organisation shall enjoy in the country of its headquarters such privileges as may be necessary for the fulfilment of its purposes and for the exercise of its functions.

Art. 48
Officers and officials of the Organisation shall similarly enjoy in the country of its headquarters such facilities as are necessary for the independent exercise of their functions in connection with the Organisation.

PART XIII – Amendments

Art. 49
Texts of proposed amendments to this Constitution shall be communicated by the Secretary-General to Members at least six months in advance of their consideration by the Assembly. Amendments shall come into force for all Members when adopted by a two-thirds vote of the Assembly and accepted by two-thirds of the Members in accordance with their respective constitutional processes.

PART XIV - Relations with other organizations

Art. 50
The Organisation shall establish effective relations and co-operate closely with such other intergovernmental and non-governmental organisations as may be desirable. Any formal agreement entered into with such organisations shall be approved by the Executive Council.

PART XV - Entry into force

Art. 51
Subject to the provisions of Part III, this Constitution shall remain open to all States for signature or acceptance.

Art. 52
This Constitution shall come into force when ten States have become parties to it.

Art. 53
The present Constitution shall come into force for each State ratifying or acceding after that date on the thirtieth day after the deposit of its instrument of ratification or accession.

IN WITNESS WHEREOF the undersigned being duly authorised by their respective governments, have signed the present Constitution.

DONE at MONACO, the seventeenth day of October, nineteen hundred and sixty-six, in a single copy in Chinese, English, French, Russian and Spanish languages, each text being equally authentic, the original of which shall be deposited in the archives of the Secretariat of the International Civil Defence Organization which shall transmit certified copies to all the signatory and acceding States.

INTERNAL REGULATIONS

of the

International Civil Defence Organisation

Introduction

Article 1
These General Regulations (hereinafter referred to as "Regulations") are adopted in application of Article 14 J of the Constitution of the International Civil Defence Organization and are subject to the provisions of that Constitution. In the event of any conflict between any provision of these Regulations and any provision of the Constitution, the Constitution shall prevail.

These Regulations may be amended on the proposal of a member of the Executive Council. This proposal shall be adopted by a majority vote in the Executive Council. It shall come into force upon adoption by the Assembly.

Membership of the Organisation

Article 2
As per article 3 of the Constitution full membership status of the Organisation is exclusive to States which declare their acceptance of its Constitution.

Paragraph 2: All States may ask to be admitted to the status of observer. The Secretariat will register the application which will become immediately effective.

The Status of observer does not confer the privileges and immunities of Member State of ICDO. The State member-observer will be admitted to take part in all ICDO activities and will be invited to sessions of the General Assembly, without right of vote. The Status of member-observer will be reviewed every two years by the General Assembly and will be maintained to the extent in which the State thus benefitting shows its interest in the activities and programmes of the Organization.

Paragraph 3: Any State which is part of a Federal State, a Confederation or a Union of States and any autonomous administrative sub-division of a unitary state may request its admission as Associate Member of ICDO with no voting right at the General Assembly.

When a State which request Associate Membership status is part of a State which is a full member of the ICDO, the agreement of the latter is required.
A Federal State, a Confederation or a Union of States which becomes full member of the ICDO subsequent to one or more of its component States having obtained Associate Membership status may request sole representation at ICDO.

Paragraph 4: Affiliated membership status may be granted to:
- Governmental and non-governmental international organizations whose mandate relates closely to the ICDO's.
- Private commercial or industrial concerns which submit an application.

Paragraph 5: In accordance with article 3, the status of Strategic Partner can be granted by the General Assembly to every State Member of the Organisation, which is providing a substantial support to ICDO through projects and annual voluntary contribution, and whose activities contribute to the development of both the Organisation and National Civil Defence

structures of State Members, as well as to strengthening the multilateral international cooperation.
The status of Strategic Partner is proposed by the Secretary General to the sessions of the Executive Council and the General Assembly for approval.

Permanent Representatives of Members

Article 3
Each Member shall designate by written notification to the Secretary-General a Permanent Representative who should be the Director of a national Civil Defence Agency or similar Organization to act on technical matters for the Member between sessions of the Assembly. Subject to approval of their respective governments, Permanent Representatives or their country's Permanent Missions at I.C.D.O. Headquarters shall be the normal channel of communications between the Organization and their respective countries and shall maintain contact with the competent authorities, governmental or non-governmental, of their own countries on matters concerning the work of the Organization.

Officers

Article 4
At each regular session, the Assembly shall elect its officers on the basis of an equitable geographical distribution among the Members represented in the Assembly. They shall hold office until their successors are elected.

Article 5
The President shall declare the opening and closing of each plenary meeting of the session, shall direct the discussions in plenary meetings, ensure observance of these articles, accord the right to speak, put questions and announce decisions. He shall rule an points of order, and, subject to these Regulations, shall control the proceedings at any meeting and shall maintain order there at. The President may, in the course of the discussion of any item, propose to the Assembly the limitation of the time to be allowed to each speaker or the closure of the list of speakers.

Article 6
The President, or the vice-president acting as president, shall not vote, but he may, if necessary, appoint another delegate or alternate delegate from his delegation to act as the delegate of his government in plenary meetings.

Article 7
In the event that neither the President nor the vice-presidents are present at the opening of a session, the Assembly shall elect a Presiding Officer.

Sessions of constituent bodies

Article 8
Whenever an invitation is extended for holding a session of any constituent body elsewhere than at the location of the Secretariat, such invitation shall be considered only if the Member in whose territory it is proposed to hold such session:

One) has ratified without reservation the Constitution on the Privileges and Immunities of the Specialized Agencies including the annex relating to the Organization; or
Two) gives assurance that all delegates, representatives, experts, observers or other individuals, entitled under the Constitution or any regulation of the Organization to attend such meeting, shall enjoy these privileges and immunities necessary for the independent exercise of their functions in connexion with the Organization.

Article 9
With a view to securing the widest possible technical co-operation, the President of any constituent body may invite any expert or, through the Secretary-General, representatives of any other organizations to participate as observers at a session or meetings of the constituent body concerned or of any of its committees or working groups. In the case of an invitation to an expert to attend a session or meetings of a constituent body, the invitation shall be extended upon the recommendation of the Permanent Representative or his Mission at ICDO headquarters.

Article 10
Prior to a session of a constituent body other than the Executive Council, each Member should, if possible, communicate to the Secretary-General the names of the persons composing its delegation to that body, indicating who of these shall be regarded as its principal delegate.
Besides this communication, a letter giving these particulars and otherwise conforming with the provisions of the Constitution and of these Regulations and signed by, or on behalf of, an appropriate governmental authority of the Member, shall be sent to the Secretary-General or handed to his representative at the session and shall be regarded as appropriate credentials for the participation of the individuals named therein in all activities of the constituent body. The credentials of observers representing international organizations shall be signed by the competent authority of the organization concerned.

Committees in sessions

Article 11
Each constituent body may establish a Credentials Committee immediately after the completion of the opening formalities and for the duration of the session. The representative of the Secretariat at the session shall attend the Credentials Committee with consultative status. This Committee shall examine the credentials of delegates and observers as well as any observation which may be submitted to it by the representative of the Secretariat. It shall report thereon as soon as possible to the constituent body. Final decisions regarding credentials shall rest with the constituent body. Pending the establishment of a Credentials Committee, a list of the individuals present and the capacities in which they are attending the session shall be prepared, whenever possible, by the representative of the Secretariat, on the basis of examination of credentials.

Article 12
Any individual whose credentials are found not in accordance with the provisions of these Regulations shall be excluded from participation in the activities of the constituent body.

Article 13
Each constituent body may establish for the duration of its session a Drafting Committee and such other Committees as it deems necessary.

Article 14
The Drafting Committee and the Secretariat shall be responsible for drawing up the final text of the decisions to be taken by the constituent body with a view to their final adoption by that constituent body.

Working groups

Article 15
Any constituent body may establish working groups to act until the next session of that constituent body. The terms of reference of such working groups shall be established by the constituent body and shall be within the terms of reference of that body. Members of the working groups shall be selected by the constituent body. Membership need not be restricted to membership of the constituent body. When a working group is established during a session, it shall normally elect its own chairman, if all the selected members of the groups are present; if not, the constituent body may select a chairman, or ask the President to arrange for his election.

Article 16
The President of the constituent body, after consultation with the Secretary-General may, at the request of a working group, invite technical experts to participate in the work of the group.

Article 17
An invitation to participate in the work of a working group shall be addressed by the President in accordance with Articles 9, 15 and 16 of these regulations.

Article 18
The date and place of a session of a working group shall be decided by the President of the constituent body responsible for the group in consultation with its chairman and the Secretary General. Notification of a session of a working group shall be distributed by the Secretary General to the members of the working group and the Members to which they belong at least ninety days before the date of opening.

Voting

Article 19
Each Member belonging to or represented in a constituent body shall have one vote. The principal delegate of a Member shall have the right to vote or to designate any other member of his delegation to vote on his behalf. No Member shall have more than one vote in sessions of constituent bodies.

Article 20
For the purpose of the Constitution and these Regulations the phrase "votes cast for and against" shall mean affirmative and negative votes, and shall not include abstentions or blank or defective ballots.

Article 21
Voting in a constituent body shall normally be by standing or by a show of hands.

Article 22
Except in the case of the Executive Council, any delegation present may request a roll-call, which shall then be taken in the alphabetical order of the names of the Members of the Organization in the French language; the vote or abstention of each Member shall be included in the minutes of the meeting.

Article 23
Upon demand of two or more delegations present at a meeting, voting shall be by secret ballot. Voting by secret ballot has preference to roll-call, if both have been requested.

Article 24
In all votings by secret ballot, two tellers selected from among the delegates present shall be appointed to count the votes.

Article 25
The number of votes for and against and the number of abstentions shall be recorded in the minutes in the case of votes made by secret ballot.

Article 26
Except as provided in the Constitution and these Regulations, decisions in a constituent body shall be determined by a simple majority of the votes cast for and against. If an equal number of votes is cast for and against a proposal, the proposal shall be regarded as lost.

Elections

Article 27
Election to all offices and places which a constituent body is required to fill shall be held at each session of that constituent body.

Article 28
For elections, the following procedure shall be followed: One) In all elections voting shall be by secret ballot, however, if there is only one candidate he may be declared elected by acclamation. As regards the right to vote, the provisions of Article 19 shall also apply; Two) When a single elective place is to be filled, the candidate who obtains a simple majority of the votes cast not including abstentions shall be declared elected. If, in the first ballot, no candidate obtains the majority required, a second ballot, which shall be restricted to the two candidates obtaining the largest number of votes, shall be held; Three) When two or more elective places are to be filled at one time under the same conditions, those candidates obtaining in the first ballot the majority required shall be elected. If the number of candidates obtaining such majority is less than the number of persons to be elected, there

shall be additional ballots to fill the remaining places, the voting being restricted to the candidates obtaining the greatest number of votes in the previous ballot to a number not more than twice the number of the places remaining to be filled.

Conduct of business in meetings of constituent bodies, committees and working groups

Article 29
The Presiding Officer may call a speaker to order if his remarks are irrelevant to the subject under discussion. Subject to the provisions of Article 31, the Presiding Officer shall have power to impose a time-limit on each speaker.

Article 30
In addition to exercising any power conferred upon him elsewhere in these Regulations, the Presiding Officer shall open and close the meetings, direct the discussions, ensure the observance of the Regulations applicable to the body concerned, accord the right to speak, put questions to the vote and announce decisions. The Presiding Officer shall have control over the proceedings and the maintenance of order at its meetings. He shall rule on points of order and shall have, in particular, the power to propose adjournment or closure of the debates or adjournment or suspension of meetings

Article 31
A point of order raised by any delegation or member shall be immediately decided by the Presiding Officer in accordance with the Regulations. A delegation or member may appeal against the ruling of the Presiding Officer. Discussion on such an appeal shall be limited to the appellant and the Presiding Officer. If the appeal is maintained it shall be immediately put to the vote and the ruling of the Presiding Officer shall stand unless that ruling is overruled by the required majority of the delegates or members present and voting. Neither the delegate raising a point of order nor any other delegate or member may speak on the substance of the subject under discussion until the point of order has been determined.

Article 32
During the debate on an item of the agenda, any delegation or member may move motions or amendments to motions on the subject under discussion.

Article 33
Motions shall be debated and voted upon in the order in which they have been proposed, except as otherwise provided.

Article 34
If two or more amendments are moved to a motion or to an amendment, a discussion shall be held and a vote shall be taken first on the amendment furthest removed in substance from the original proposal and then on the amendment next furthest removed until all the amendments maintained have been put to a vote. The Presiding Officer shall have the power to determine the order of voting on amendments under this rule, subject to Article 31.

Article 35
A motion or an amendment which has been moved may be withdrawn by the mover unless an amendment to it is under discussion or has been adopted.

Article 36
Amendments shall be voted on before the motion or amendment to which they refer. The original proposal, as modified by adopted amendments, shall then be voted on.

Article 37
A delegation or member may move that parts of a proposal, document or amendment shall be voted on separately. If objection is made to the request for division, the motion shall be voted upon. Permission to speak on the motion for division shall be given only to two speakers in favour and two speakers against. If the motion for division is carried, those parts of the proposal, document or amendment which are subsequently approved individually shall finally be put to the vote as a whole. If all operative parts of the proposal, document or amendment have beeen rejected, the proposal, document or amendment shall be considered to have been rejected as a whole.

Article 38
During the discussion of any matter, a delegation or a member may move the postponement of the debate to a specified time. Such motions shall not be debated, but shall immediately be put to a vote.

Article 39
A delegation or a member may move at any time the adjournment or the suspension of the meeting. Such a motion shall not be debated, but shall immediately be put to a vote.

Article 40
A delegation or a member may at any time move the closure of the debate, whether or not any other delegate or member has signified his wish to speak. Permission to speak on the closure of the debate may be accorded to not more than two speakers both opposing the closure, after which the motion shall be immediately put to the vote.

Article 41
The following motions shall have precedence in the following order over other motions before the meeting: a) to suspend the meeting; b) to adjourn the meeting; c) to adjourn the debate on the item under discussion; d) for the closure of the debate on the item under discussion.

Article 42
After the Presiding Officer has announced that the voting has commenced, no one may interrupt the voting, except on a point of order concerning the manner of conducting the vote. The Presiding Officer may permit the delegations or members to explain their vote, either before or after the count, except in cases where a secret ballot is held. The Presiding Officer shall not permit the mover to explain his vote.

Records and documents

Article 43
All documents which have to be examined during a plenary meeting shall be distributed to all participants at least 12 hours before the opening of the meeting.

Article 44
Summarized minutes for each meeting of the session of a constituent body, giving the substance of the discussion and recording the decisions arrived at, shall be prepared by the Secretariat. Summarized minutes shall be distributed as soon as possible to all delegates and persons taking part in the meeting who may submit their proposed corrections in writing to the secretariat of the session within twenty four hours of the distribution. Any disagreement on the proposed corrections shall be decided by the Presiding Officer after consultation with the person concerned. The summarized minutes shall be submitted to the constituent body for approval as soon as possible.

Article 45
Minutes approved by the constituent body shall be distributed as rapidly as possible to all persons participating in the meeting.

Article 46
After the closing of a session of a constituent body, the Secretariat publishes as soon as possible a report of the proceedings of the session, including the records of the meetings, copies of the documents considered by the session and the text of the resolutions, and, in the case of a Technical Commission, of the recommendations which have been adopted at the session.

Languages

Article 47
The six official and working languages of the Organization shall be English, Arabic, French, Spanish, Russian and Chinese.

Article 48
The six official and working languages of the Organization shall be used for interpretation at the General Assembly and the Executive Council sessions and in their committees and working groups.
All documentation of the above-mentioned bodies shall be distributed in the six languages.

Article 49
The Constitution, the Regulations of the Organization, the Resolutions and the other publications shall be published in the six official languages.

Publicity of meetings

Article 50
The meetings of constituent bodies shall be restricted subject to the relevant provisions of the Constitution and of these Regulations.

Article 51
Public statements upon the proceedings and resolutions of a constituent body or its committees shall be issued only by the President of the constituent body or the Secretary General.

Implementation of decisions

Article 52
Decisions concerning changes in the Internal Regulations shall come into force upon their adoption. For other decisions which require implementation by Members, the corresponding period shall be specified in each case by the President of the constituent body in the light of the nature of the decision and the time which would be needed by Members to implement it.

Assembly

Article 53
The Assembly shall be convened for ordinary sessions by its President. It may be convened for an extraordinary session: One) by its President on its own initiative or at the request of a majority of the Member States. In this case, the session shall be preceded by an extraordinary meeting of the Executive Council which shall determine the place and the date of the session; Two) by the Executive Council acting on its own initiative. The Executive Council may also alter the time or place, or both, of any session of the Assembly.

Article 54
Arrangements for sessions of the Assembly shall be the responsibility of the Secretary General. The Secretary-General should use such assistance as may be provided by the host country.

Article 55
a) Notification of ordinary sessions of the Assembly shall be made to Members at least three months before the opening meeting of the session.
b) Notification of an extraordinary session of the Assembly shall be made to Members at least forty-five days before the opening meeting of the session.

Article 56
Presidents of Technical Commissions are normally invited to attend all sessions of the Assembly for an appropriate time.

Article 57
a) For all ordinary sessions of the Assembly, the notification shall be accompanied by the provisional agenda and an explanatory memorandum. The documents shall be distributed as soon as possible, and preferably not later than thirty days before the opening of the session.
b) The agenda of a session and its explanatory memorandum shall also be sent to the Presidents of Technical Commissions.

Article 58
The provisions of Article 57 shall also apply to extraordinary sessions.

Article 59
Any Member may propose the addition of items to the provisional agenda before the opening of the session; explanatory memoranda summarizing the problems in relation to these additional items shall accompany such proposals and be distributed by the Secretariat to all Members and to Presidents of Technical Commissions. Documents on items on the provisional agenda submitted by Members shall be similarly distributed by the Secretariat.

Article 60
The provisional agenda for an ordinary session of the Assembly shall normally include:
1) Establishment of the Credentials Committee;
2) Consideration of the report of the Credentials Committee;
3) Approval of the agenda;
4) New Membership;
5) Report by the Secretary-General;
6) Reports of the Commissions;
7) Financial report by the Secretary-General and the proposed maximum expenditures of the Organization for the next financial period;
8) Items submitted by the Secretary-General, not covered in the above reports;
9) Items submitted by Members of the Organization;
10) Review of previous Assembly resolutions;
11) Election of officers of the Assembly;
12) Election of members of the Executive Council;
13) Possible appointment of Secretary-General.

Article 61
The agenda for an extraordinary session of the Assembly shall contain only the following items:
1) Establishment of the Credentials Committee;
2) Consideration of the report of the Credentials Committee;
3) Consideration of the question(s) for which the session was convened.

Article 62
The provisional agenda shall be submitted for approval by the Assembly as soon as possible after the opening of the session.

Article 63
The agenda may be amended by the Assembly at any time.

Executive Council

Article 64
The sessions of the Executive Council shall be held at the location of the Secretariat, unless the Executive Council decides otherwise.

Article 65
The date and place of the sessions of the Executive Council shall be determined by the President after advice from the Secretary-General.

Article 66
a) Notification of ordinary sessions of the Executive Council shall be made at least sixty days before the opening meeting of the session to members of the Executive Council.
b) Notification of an extraordinary session of the Executive Council shall be made at least thirty days before the opening of the session.

Article 67
a) For all ordinary sessions of the Executive Council, the notification shall be accompanied by the provisional agenda and its explanatory memorandum.
b) The provisional agenda prepared by the President and the Secretary-General as well as the explanatory memorandum of a session shall also be sent with the same advance notice as provided for in Article 66 to the Presidents of Technical Commissions. The documents shall be distributed as soon as possible, and preferably not later than thirty days before the opening of the session.

Article 68
The provisions of Article 67 shall also apply to extraordinary sessions.

Article 69
Any member of the Executive Council may be accompanied by an alternate and not more than two advisers; alternates and advisers may be permitted to address the Council.

Article 70
In application of Article 38 of the Constitution, the President of any of the Technical Commissions may attend the session(s) of the Executive Council.

Article 71
The provisional agenda for an ordinary session of the Executive Council shall normally include:
1) Report by the Secretary-General of the Organization;
2) Reports by Presidents of Commissions, with resolutions and recommendations of the Commissions;
3) Proposed programme for the coming year;
(i) Activities of the Executive Council;
(ii) Activities of the Secretariat;
(iii) Activities of Commissions;
(iv) Financial and administrative matters;
4) Items submitted by members or by the Secretary-General;
5) Review of previous resolutions of the Executive Council. The order in which these items are to be discussed shall be determined by the President and submitted to the Executive Council for approval.

Article 72
The agenda of an extraordinary session of the Executive Council shall contain only those matters for which the session was convened.

Article 73
The report by the Secretary-General should normally include:

a) A resume of the activities of the Organization and its constituent bodies since the last session of the Executive Council or Assembly;
b) Any other matters affecting the Organization and its constituent bodies;
c) A resume of the activities of the Secretariat since the last session of the Executive Council or Assembly;
d) A report on the relations of the Organization with other international organizations;
e) Report on staff matters;
f) Report on financial matters.

Article 74
The provisional agenda shall be submitted for approval at the opening meeting.

Article 75
The agenda may be amended by the Executive Council at any time.

Secretariat

Article 76
1- The appointment of the Secretary General according to Article 14 (c) of the Constitution shall be made by a contract approved by the General Assembly. This contract shall be signed by both, the President of the General Assembly and the President of the Executive Council.
2- The Secretary General shall have a term of four years and may be re-elected once only.
3- In case of absence of candidatures for the post of Secretary General, the Executive Council shall propose to the General Assembly, exceptionally, the extension of the mandate of the serving Secretary General for a period of four years.

Article 77
When in the appointment of the Secretary-General it is necessary to choose between two or more persons. The following procedure shall be used: Each principal delegate, or his alternate, of the Members represented in the Assembly will be asked to indicate the candidate he prefers by writing the candidate's name on the voting slip. All candidates who fail to receive a vote and the candidate who receives the smallest number of votes will be struck from the list of candidates. In the event of more than two candidates receiving the smallest number of votes, a separate vote of preference will be taken, and the candidate who receives the least number of votes will be eliminated from the list and the others retained. If in this separate vote of preference more than one candidate receives the smallest number of votes, all these candidates will be eliminated from the list.

Article 78
In the event of the post of the Secretary-General becoming vacant in the interval between two sessions of the Assembly, the Executive Council is empowered to appoint an Acting Secretary General, whose term of office shall not extend beyond the next Assembly.

Article 79
In carrying out the duties specified in this Article, the Secretary-General shall comply with any directives issued by the Assembly and the Executive Council. In addition to his duties under other regulations of the Organization, the duties of the Secretary-General shall be:

1) To direct the work of the Secretariat;
2) To promote maximum compliance of Members of the Organization with the decisions of the Organization;
3) To direct correspondence and maintain liaison with the Members of the Organization, Permanent Representatives, States which are not Members of the Organization, international organizations and others and to act as representative in negotiations with all these authorities;
4) To issue the credentials of representatives of the Organization to attend meetings of other international organizations;
5) To act as the channel for communications (notifications, invitations, etc.) between the Organization and its Members, between constituent bodies and other organizations and, when appropriate, between constituent bodies;
6) To ensure that in the fields concerning him, the President of a constituent body is kept fully advised of the activities and recommendations of other constituent bodies and of other international organizations;
7) To maintain liaison and to collaborate as necessary with the Secretariats of other international organizations;
8) To designate a representative or representatives of the Secretariat to attend each session of a constituent body, to enlighten the President on a better conduct of the work.

Article 80
The general functions of the Secretariat shall be:
1) To serve as the administrative, documentary and information centre of the Organization;
2) To make technical studies as directed by the Assembly or the Executive Council;
3) To organize and perform secretariat duties at sessions of the Assembly, the Executive Council and the Technical Commissions within the limits of the appropriate provisions of these Regulations;
4) To arrange for the issue with the provisional agenda of an explanatory memorandum summarizing the problems to be discussed in respect of each item on the agenda of each constituent body;
5) To prepare or edit, arrange for the publication and distribute the approved publications of the Organization;
6) To provide an appropriate public relation service for the Organization;
7) To maintain records of the extent to which each Member implements the decisions of the Organization;
8) To maintain files of the correspondence of the Secretariat;
9) To carry out the duties allocated to the Secretariat in the Constitution and the regulations of the Organization, and such other work as the Assembly and the Executive Council may decide.

Technical Commissions

Article 81
The members of Commissions shall be technical experts in the fields covered by the terms of reference of the Commission designated by Members. A Member may designate such number of experts to serve on a Commission as it deems necessary.

Article 82
When considered desirable by the Commission, additional technical experts in the same field may be invited by the Commission to participate in its work. The invitation to any such expert shall require approval by a majority of the members of the Commission. No proposal to invite an expert shall be considered by the Commission without the prior recommendation of the Permanent Representative concerned.

Article 83
The duties of the President of a Commission shall be:
1) To preside over sessions of the Commission;
2) To guide and co-ordinate the activities of the Commission and its working groups between sessions of the Commission;
3) To carry out such specific duties as are prescribed by decisions of the Assembly and the Executive Council and by the regulations of the Organization;
4) To ensure that the activities, recommendations and resolutions of the Commission are in accordance with the provisions of the Constitution, decisions of the Assembly and the Executive Council and the regulations of the Organization;
5) To report to the Executive Council at its regular sessions on the activities of the Commission;
6) To present the views of the Commission at sessions of the Executive Council which he may be called upon to attend;
7) To present, at the request of the Executive Council, the views or conclusions of his Commission at the Assembly;
8) To conduct through the Secretary-General, on behalf of the Commission, correspondence on matters relating to the activities of his Commission.

Article 84
Sessions shall normally be held at intervals not exceeding one year. In agreement with the Presidents of the Commissions, the Secretary-General lays down a provisional programme of the sessions of the Technical Commissions which is examined by the Executive Council during its last session held before a session of the Assembly. The date and place of an extraordinary session shall be determined by the President of the Commission, after consultation with the Secretary-General.

Article 85
Notification of the date and place of a session shall be distributed by the Secretary-General at least sixty days before the opening meeting to the Members of the Organization, to the members of the Commission, to the Presidents of all the other constituent bodies, to all other international organizations with which the Organization has concluded arrangements or agreements and, in conformity with the provisions of Article 9, to other persons.

Article 86
Any Member may propose additional items to the provisional agenda for an ordinary session, but preferably not later than one month before the opening of the session; explanatory memoranda in respect of the additional items should accompany such proposals and be distributed by the Secretariat to the addressees of the notification referred to in Article 85; working papers on items on the provisional agenda submitted by Members should be made available to the Secretariat as early as possible but preferably not later than

one month before the opening of the session; they should similarly be distributed by the Secretariat.

Article 87
The provisional agenda for a session of a Commission shall normally include:
1) Consideration of the Report on credentials;
2) Report by the President of the Commission;
3) Reports by chairmen of working groups established by the Commission;
4) Items submitted by the Executive Council, the Secretary-General and Members;
5) Scientific lectures and discussions in the field of the Commission;
6) Review of previous resolutions and recommendations of the Commission;
7) Review of the Executive Council resolutions related to the Commission;
8) Election of officers. At each session, each Commission shall receive from the Secretary-General a list of all Executive Council resolutions related to its field of activity and which are still in force and shall consider whether each of those resolutions shall be kept in force or otherwise; in particular, the session shall consider the possibility of including as much as possible of the substance of those resolutions in the appropriate publications of the Organization and to make appropriate recommendations. The order in which the items are to be discussed shall be determined by the President and submitted to the Commission for approval.

Article 88
The provisional agenda shall be submitted for approval by the Commission as soon as possible after the opening of the session. In the course of the session the agenda may be amended at any time.

Article 89
The quorum for a meeting shall be a majority of the Members represented at that time at the session, provided that this majority shall not be less than one-third of the Members which have designated experts to represent them permanently in the Commission.

Article 90
The Secretariat shall carry out the administrative work and preparation of documents required by the Commission. Technical experts in the Secretariat shall be assigned by the Secretary General to participate in a consultative capacity in the work of each Commission and to carry out such technical studies as the Commission may request.

Article 91
On receipt of the Final Report of the session of a Commission the Secretary-General shall:
1) Publish it;
2) Distribute it to;
a) All Members of the Organization;
b) All Members of the Executive Council;
c) All Presidents of Technical Commissions;
d) All persons present at the session;
e) All members of the Technical Commission concerned who were not present at the session;
f) Other persons or organizations at the discretion of the Secretary-General;

3) Submit the Final Report with the comments received from those Presidents to the Executive Council, with proposals on action to be taken on each item of the Report;
4) Prepare and distribute a document showing the action taken by the Executive Council to all recipients of the Final Report;
5) Distribute the Final Report to any person or organization he may consider interested.

Article 92
The Secretary General can establish an Advisory Committee of Experts in charge to propose strategies of development for improving the activities of ICDO. The members of the Expert Committee shall be nominated by the General Assembly upon proposal of the Secretary General.
The rules governing the operating procedures such Advisory Committee of Experts will be defined by the Secretary General of the Organisation.

N.B. The present Internal Regulations entered into force on the 19th of February 1974 by a resolution of the General Assembly.
It has been amended in 1990, 1996, 2000 and 2011 by resolutions of the General Assembly.

INTERNATIONAL ORDER OF CIVIL DEFENCE

STATUTES

INTRODUCTION

So as to enhance the ICDO's Status in its Member States and in the International Community, and to better structure and raise the standing of the distinction created by the ICDO for recognizing and rewarding the exceptional services rendered to the Organisation and to the cause of Civil Defence at the international level, the institution of the ICDO Medal has been changed into the International Order of Civil Defence by Resolution of the 15th Session of the General Assembly held on October 4, 2002.

This Order comprises two grades and a distinction and includes in fact the recipients of the ICDO Medal.

The statutes of the International Order of Civil Defence replace henceforth the Rules of the ICDO Medal.

Statutes

Point 1
The International Order of Civil Defence is established and governed in accordance with the statutory provisions formulated hereinafter.

PART I

AIMS AND CONSTITUTION OF THE INTERNATIONAL ORDER OF CIVIL DEFENCE

Chapter 1 - General organization

Point 2
The International Order of Civil Defence is the decoration of distinctive awarded by the International Civil Defence Organisation.
The order embodies the award and the recognition given for exceptional services rendered to the International Civil Defence Organisation in the promotion of Civil Defence internationally as well as for courageous acts and commitment in the field of assistance and help given to civilian populations.

Point 3
The International Order of Civil Defence is endowed with the status of legal entity.
It is financed and maintained by virtue of a special fund connected to the budget of the Office of the International Civil Defence Organisation's Permanent Secretary.

Point 4
The Secretary-General of the International Civil Defence Organisation holds the post of Chancellor of the Order.
He presides over the Committee of the International Order of Civil Defence.

Point 5
When convoked by its Chancellor, the Committee of the International Order of Civil Defence pronounces itself on the question of nominations or promotions within the ranks of the Order.

Point 6
The International Order of Civil Defence is made-up of knights, Officers and Commanders.
The Commanders are dignitaries of the Order.

Chapter 2 - Le Chancellor

Point 7
The distinction of Commander is bestowed by rights on the Chancellor.

Point 8
During his investiture ceremony, the Secretary-General of the International Civil Defence Organisation is recognised as Chancellor of the International Order of Civil Defence by the General Assembly of the International Civil Defence Organisation.
During the said ceremony, the President of the General Assembly of the International Civil Defence Organisation speaks out the following words: "We recognise you, Mister the Secretary-General, as Chancellor of the International Order of Civil Defence".
At that moment the insignia of Commander is handed to him.

Chapter 3 - The Committee of the International Order of Civil Defence

Point 9
The Committee of the International Order of Civil Defence is made up of:
- The Chancellor, president;
- The President of the General Assembly;
- The President of the Executive Committee;
- A representative of each State that has contributed to the constitution of the "Medal of the International Civil Defence Organisation";
- Four representatives of the International Civil Defence Organisation's Member States who do not have a permanent seat on the Committee of the International Order of Civil Defence;
- The Secretary of the Committee of the International Order of Civil Defence.

Point 10
The States, which have contributed to the constitution of the «Medal of the International Civil Defence Organisation», are, in alphabetical order:
Saudi Arabia; The Federal Republic of Russia; Tunisia.
These States are permanent members of the Committee of the International Order of Civil Defence.

Point 11
The four representatives of the International Civil Defence Organisation's Member States who do not have a permanent seat on the Committee of the International Order of Civil Defence are elected by the General Assembly of the International Civil Defence Organisation.
The representatives' mandates will last for a period of two years. The mandate can be renewed at each Ordinary Session of the General Assembly of the International Civil Defence Organisation.
Candidatures for election to the seats of representatives of the International Civil Defence Organisation's proposed by Member States who do not have a permanent seat in the Committee of the International Order of Civil Defence are submitted to the General Assembly of the International Civil Defence Organisation, by its Chancellor, subsequent to a call for candidatures.
When voting, the voice of the President of the Council of the International Order of Civil Defence holds the casting vote.

Point 12
The Office of the Committee of the International Order of Civil Defence is administered by the Permanent Secretary of the International Civil Defence Organisation.

The Secretary of the Committee of the International Order of Civil Defence is an office bearer belonging to the Permanent Secretary of the International Civil Defence Organisation appointed, and by its Chancellor.
The Secretary of the Committee of the International Order of Civil Defence neither votes nor participates in the Committee's deliberations.

Chapter 4 - Admission to and promotion within the Order

Point 13
The pronouncement of admission to and promotion within the Order is based upon a decision taken by the Committee of the International Order of Civil Defence.

Point 14
Pronouncements of admission to and promotion within the Order may be made posthumously.

PART II

NOMINATIONS AND PROMOTIONS WITHIN THE ORDER

Chapter 1 - General provisions

Section 1
Normal proposition

Point 15
Admittance into the International Order of Civil Defence is reserved exclusively for citizens of Member States of the International Civil Defence Organisation.

Point 16
In order to join the International Order of Civil Defence the provisions stipulated under point 2 of paragraph 2 of the present statutes must be met.

Point 17
Promotion within the International Order of Civil Defence shall be awarded on the basis of newly accomplished merits, and not on that of previous merit.

Section 2
Exceptional propositions

Point 18
Exceptionally, those listed hereinafter may join or be promoted within the International Order of Civil Defence:
Citizens of Observer Member States of the International Civil Defence Organisation;
Citizens of non-member States of the International Civil Defence Organisation;
Representatives of "affiliate member" bodies of the International Civil Defence Organisation;

Representatives of “associate member” bodies of the International Civil Defence Organisation;
Civil or military constituted units;
Cities or other territorial entities and their representatives;
Governmental and non-governmental organisations.

Point 19
Admittance to the International Order of Civil Defence under exceptional provisions does not exonerate the applicant from the provisions laid down under Point 16 of the present statutes.

Chapter 2 - Nominative and promotional forms

Section 1
Preparation of decisions

Point 20
Once a year, Member States of the International Civil Defence Organisation may address nominative and promotional propositions to the International Order of Civil Defence Committee’s office as *normal propositions*.

Point 21
Exceptional propositions for nomination or promotion should be addressed to the International Order of Civil Defence Committee’s office, and should only be made by:
- Member States of the International Civil Defence Organisation;
- Committee Members of the International Order of Civil Defence.

Point 22
Nominative propositions must precisely outline and justify the underlying reasons behind the candidature.

Point 23
The Committee’s Secretary shall verify the conformity of the propositions received with respect to the statutes of the International Order of Civil Defence. He will give a verdict on their admissibility and will transmit them to the Chancellor, along with any opinions and observations they may provoke, for approbation by the Committee of the International Order of Civil Defence.

Point 24
Under normal circumstances, nominative or promotional decisions are adopted by the Committee of the International Order of Civil Defence.
In the case of divergent opinions, the Chancellor’s decision will make the casting vote.

Section 2
Form and publication of decisions

Point 25
Decisions on nomination to or promotion within the International Order of Civil Defence will include the opinion rendered by the Committee of the International Order of Civil Defence. For each nomination or promotion a brief summary of the underlying reasons behind that nomination or promotion will be included.
All decisions will be signed by the Chancellor.

Section 3
Executing the decision

Point 26
After each nomination or promotion, the Chancellor will address a letter to each nominated or promoted individual outlining the opinions made concerning their nomination or promotion.
These advisory letters will mention the mode of admittance to or of promotion within the Order.
The Office of the Committee of the Order will award a certificate to each nominated or promoted individual.

PART III

ADMITTANCE TO THE ORDER

Chapter 1 – Effects of admittance

Point 27
No one may become a Member of the International Order of Civil Defence before he has been formally admitted into the Order.
No one may take advantage of a given rank or dignity within the International Order of Civil Defence before having been formally admitted to that rank or dignity.
Prior to being formally admitted, no one may wear the insignia of the rank or the dignity to which he has been nominated, proposed or promoted.
Decisions on nominations to or promotions within the Order shall stipulate that they will take effect only after formal admittance.

Point 28
Members of the Order remain so during their entire lives.

Chapter 2 - Ceremony

Point 29
Knights, Officers and Commanders of the Order each receive their insignias directly from the hands of the Chancellor.

Point 30
The Ceremony described hereinafter is enacted by the Chancellor when admitting individuals nominated to or promoted within the Order. The Chancellor speaks out the following words to the newly nominated or promoted members:
"By virtue of the powers bestowed upon us, we admit you to the rank of Knight (Officer) of the International Order of Civil Defence".
Thereupon he places the insignia on the Knight or Officer and embraces him.
In the case of admittance of dignitaries, the following sentence is spoken out:
"By virtue of the powers bestowed upon us, we promote you to the dignity of Commander of the International Order of Civil Defence".
Thereupon he places the insignia on the Commander and embraces him.

Point 31
The Ceremonies must be carried out with all the dignity required by the prestigious status of the Order.

Point 32
Depending upon the circumstances, the Chancellor will decide upon the mode of posthumous admittance into the Order.

Chapter 3 - Insignias and certificates

Point 33
The Insignia of the International Order of Civil Defence may be worn after the admittance ceremony.

Point 34
The insignia of the International Order of Civil Defence is a gold-plated medal measuring 45 mm in diameter, and presenting on its obverse side the three-coloured enamelled emblem of the International Civil Defence Organisation, which is composed of the blue-coloured Civil Defence equilateral triangle placed on an orange-coloured globe and partially enfolded in a green-coloured laurel crown. On its reverse side the insignia bears the Civil Defence symbol surrounded by the words saying: "ORGANISATION INTERNATIONALE DE PROTECTION CIVILE" and "INTERNATIONAL CIVIL DEFENCE ORGANISATION".
The Knights' insignia is worn on the left side of the breast and is attached by means of a 30 mm wide blue ribbon bearing vertical stripes to the right and to the left of two orange-coloured bands, each of which is 5 mm wide.
The ribbon is topped by a bolero fastening decorated with a horizontally-lying olive twig.
The Lapel ribbon of the International Order of Civil Defence is striped vertically with an orange band with a blue band on either side. It is 1 mm wide and 1 cm long and mounted on a metal pin. It is the same for all the ranks of the Order.

Point 35
The insignia of Officer of the International Order of Civil Defence is similar to that of Knight and bears a silver-coloured metallic triangle attached to the ribbon.

Point 36
The insignia of Commander of the International Order of Civil Defence is similar to that of Knight and bears a gold-coloured metallic triangle attached to the ribbon.

Point 37
In the case of collective admission to the Order, the insignia is carried on the flag, the standard or the pennant of the unit or group admitted to the Order.
A fourragère made of a braided cord, which is coloured in the same way as the ribbon described in paragraph 2 of point 34 will be worn on the uniform of the members of the unit or group.
Fourragères of the International Order of Civil Defence will be paid for by the unit or the group admitted into the Order.

Point 38
Individual insignias are supplied free of charge to individuals nominated to or promoted within the International Order of Civil Defence.

Point 39
Certificates bearing the Chancellor's signature are delivered to all members nominated to or promoted within the International Order of Civil Defence.

PART IV

ADMINISTRATION OF THE ORDER

Chapter 1 – The Chancellor's attributions

Point 40
In all and any circumstances, the Chancellor may represent the International Order of Civil Defence by himself.

Point 41
The Chancellor is the guardian of the Order's seal. The seal of the International Order of Civil Defence represents the emblem of the International Civil Defence Organisation on whose circumference are inscribed the words: "Ordre International de la Protection Civile - International Order of Civil Defence".

Chapter 2 - The attributions of the Committee of the International Order of Civil Defence

Point 42
The Committee of the International Order of Civil Defence ensures that the Order's statutes and rules are observed.
The Committee ensures that the nominations to and promotions within the International Order of Civil Defence are made in accordance with the Order's fundamental principles.
The Order's Committee gives its opinion on all questions that the Chancellor judges necessary to consult it on.

Chapter 3 - Financing system

Point 43
The International Civil Defence Organisation's financial inspector is responsible for all financial operations undertaken within the special fund pertaining to the International Order of Civil Defence.

Point 44
Over and above their annual subscription to the International Civil Defence Organisation, the Member States of the International Civil Defence Organisation may contribute to the Order's special fund.

PART V

SUNDRY AND TRANSITORY PROVISIONS

Point 45
Bearers of the OIPC medal who were decorated prior to the coming into force of the present statutes are nominated de facto as Knights of the International Order of Civil Defence.
These bearers may acquire the new insignia against payment from the Office of the International Order of Civil Defence.

Point 46
The present statutes of the International Order of Civil Defence will be transmitted to the Chancelleries of the Member States for approbation.

Point 47
The Committee of the International Order of Civil Defence or each Member State of the International Civil Defence Organisation may propose amendments to the present statutes. Such amendments will be examined by the General Assembly of the Organisation.

INSIGNIAS OF THE INTERNATIONAL ORDER OF CIVIL DEFENCE

Commander

(A gold-coloured triangle attached to the ribbon)

Officer

(A silver-coloured triangle attached to the ribbon)

Knight

ACCESSORIES

Lapel Ribbon of the International Order of Civil Defence

(The ribbon is striped vertically with an orange band with a blue band on either side and mounted on a metal pin)

For Military Uniforms

Ribbon Bars for Knights

Ribbon Bars for Officers

Ribbon Bars for Commanders

REGISTRATION OF THE CONSTITUTION WITH UNITED NATIONS

VOLUME 985

Recueil des Traités

Traités et accords internationaux
enregistrés
ou classés et inscrits au répertoire
au Secrétariat de l'Organisation des Nations Unies

United Nations • Nations Unies
New York, 1983

MULTILATÉRAL

Constitution de l'Organisation internationale de protection civile (avec Statuts en date du 10 janvier 1958). Conclue à Monaco le 17 octobre 1966

Textes authentiques de la Constitution : chinois, anglais, français, russe et espagnol.

Texte authentique des Statuts : français.

Enregistrée par la Mauritanie le 10 octobre 1975.

INTERNATIONAL CIVIL DEFENCE ORGANISATION
ICDO

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