



## FIA REGION I INTERNAL REGULATIONS

**Adopted by the Region I Plenary Assembly in Sun City, South Africa, 2 May 2019**

In the sense of the present Internal Regulations, terms referring to natural persons are applicable to both genders.

### **ARTICLE 1**

#### **DEFINITION**

Region I of the FIA (Europe, Middle East and Africa), hereafter called "the Region", is an internal structure of the FIA for matters concerning Automobile Mobility and Tourism. As per the FIA Statutes, it is composed of:

- National Automobile Clubs or National Automobile associations, which activity covers mobility assistance, tourism (which may include camping) and an advocacy role in the interest of users and their safety on the one hand, and motor sport on the other
- Clubs, Associations or Federations, which activity covers mobility assistance, tourism (which may include camping) and an advocacy role in the interest of users and their safety

These Internal Regulations apply in conformity with the FIA Statutes and Internal Regulations.

### **ARTICLE 2**

#### **OBJECTIVE**

The Region pursues the statutory aims of the FIA to establish a union between its mobility Members (Article 2, FIA Statutes). The Region represents the interest of its Member Clubs in close cooperation with the FIA General Secretariat for Automobile Mobility and Tourism as well as with other FIA Regions. Its tasks are:

- a) The promotion of mobility assistance and tourism activities;
- b) The representation of the interests of motoring, touring and road traffic within the Region in dealings with relevant international authorities;
- c) The strengthening of co-operation between member organisations of the FIA in the Region, for instance in the form of mentoring, exchange of expertise and knowledge;
- d) The coordination of a system of fair reciprocity of services between member organisations;

## ARTICLE 3

### ADMINISTRATION

The administration of the Region is handled by a Secretariat office (hereafter referred to as the 'Region I Secretariat') located in Brussels, Belgium, or in such place as the Plenary Assembly may determine.

FIA Region I Secretariat staff may participate to Region I bodies' meetings upon invitation by the relevant Chair.

## ARTICLE 4

### REGIONAL MEMBERSHIP

**4.1** Any organisation with its seat in Europe, Middle East and Africa can apply for membership in the FIA and Region I according to the criteria set up by the FIA Statutes (Article 3). In compliance with the FIA Statutes, all newly affiliated FIA Members shall automatically be Members of the Automobile Mobility and Tourism Region concerned.

**4.2** Membership of the Region is open to National Automobile Clubs or National Automobile Associations and Clubs, Association and Federation, as described by the FIA Statutes (Articles 3.1 and 3.2). These organisations must have demonstrated a permanent activity in the three mobility services (as defined in Articles 3.1 and 3.2 of the FIA Statutes) over the last three years at least.

**4.3** There are three categories of membership to the Region:

a) **Full members:** National organisations fulfilling the criteria set in the FIA Statutes. Full Members contribute to the Region I resources by paying a yearly subscription fee determined by the Region I Plenary Assembly. They are entitled to vote, provided that they are in order of payment for their subscription fees.

b) **Associate Members:** National organisations fulfilling the criteria set in the FIA Statutes (Article 3.5 and 3.6) that give moral or material support to the Region. Associate members may be heard at the Plenary Assembly in a consultative capacity, but they are not entitled to vote or to hold an elected position. The FIA or FIA Region I will not reimburse travelling costs to attend events and meetings. Associate members contribute to the Region I resources by paying a yearly subscription fee determined by the Region I Plenary Assembly.

c) **Honorary Members:** The Management Council may award a title of "Honorary Member" of the Region to personalities, who rendered outstanding services to the Region, and no longer perform any active functions within the Region. They may attend the Plenary Assembly but shall not be entitled to vote.

4. The Region consists of the following sub-regions:

- The Eurocouncil;
- African Council for Touring and Automobile (ACTA);
- Arab Council of Touring & Automobile Clubs (ACTAC)

Each sub-region establishes its own internal regulations. These should not contain provisions that contravene the Region I internal regulations. In case of conflicts, the Region I internal regulations prevail over sub-regions' Internal Regulations.

A minimum of 5 full Members of the Region can form sub-groups. The creation or dissolution of the sub-group needs to be approved by the Plenary Assembly. They can establish a representation office funded by their own means.

The following sub-groups are part of the Eurocouncil:

- Nordic Clubs' Coordination Forum (NOCOF);
- Coordination Forum for Eastern and Central European Clubs (COFO)

## **ARTICLE 5**

### **ADMISSION OF NEW MEMBERS**

**5.1** New applicants must have demonstrated a permanent activity in the three mobility services as described in the FIA Statutes (Articles 3.1 and 3.2). The Region I Management Council is mandated to define and periodically revise criteria for the three mobility services within Region I, to be approved by the Region I Plenary Assembly. The FIA Administration provides these criteria to applicants prior to completing their affiliation requests.

**5.2** Members newly affiliated to the FIA are automatically Associate Members of the Region for a period of two years.

**5.3** Open Air organisations may become Full Members of Region I, despite being Associate Members of the FIA according to Article 3.5 and 3.6 of the FIA Statutes, provided they were a Full Member of the AIT Region I at the time of the FIA-AIT merger.

## **ARTICLE 6**

### **RESIGNATION, SUSPENSION, STRIKING OFF THE ROLLS, EXPULSION**

Procedures for suspensions, resignations, striking off the rolls and expulsions are provided for in the FIA Statutes (Articles 33.3 and 35).

## **ARTICLE 7**

### **RESOURCES OF THE REGION**

The Region is financed by:

- a) Membership subscriptions
- b) Other sources of funding as endorsed by the Management Council.

Contributions from Region I members are used as a priority.

The FIA Internal Regulations provide that "The revenue of each region derived from membership fees and international documents to gather with the reserves (...) shall constitute assets attributed solely to the region and managed by it. (...) If the assets do not provide sufficient cover, the Region's member Clubs shall be jointly and separately liable "(Article 20.6 and 20.7, FIA Statutes).

## **ARTICLE 8**

### **STRUCTURE**

The decision-making bodies of the Region are:

- a) the President;
- b) the Presidential Board;
- c) the Management Council;
- d) the Audit Committee;
- e) the Plenary Assembly;

## **ARTICLE 9**

### **PRESIDENT**

**9.1** The President of the Region is elected by the Plenary Assembly in a personal capacity for a term of four years and is re-eligible twice. The President of the Region cannot concurrently chair a sub-group or sub-region.

**9.2** The President of the Region is ex officio Chair of the Plenary Assembly and of the Management Council.

**9.3** The President together with the Director General has signatory power for the bank account of Region I. Once a year, the President reports to the Management Council on the achievements of the Director General.

**9.4** If during his term of office, the President were permanently prevented from continuing in his duties or were to resign, the Presidential Board would convene an Extraordinary Plenary Assembly for the election of the President for the remainder of the mandate. In the meantime, one of the five Vice Presidents, appointed by the Presidential Board, shall act as President.

## **ARTICLE 10**

### **PRESIDENTIAL BOARD**

**10.1** The Presidential Board consists of the President and five elected Vice-Presidents. Each of the following sub regions and sub groups has one Vice President seat in the Presidential board:

- Arab Council of Touring & Automobile Clubs (ACTAC);
- African Council for Touring and Automobile (ACTA);
- Eurocouncil, whereby:
  - If the Region I President represents one the seven largest contributors, the Vice President should come from the 8 elected members of the Management Council
  - If the Region I President represents one of the 8 elected Management Council members, the Vice President should come from the seven largest contributing full members;

- Coordination Forum for Eastern and Central European Clubs (COFO);
- Nordic Clubs' Coordination Forum (NOCOF).

**10.2** The Presidential Board is responsible for the management of the reserves of Region I.

**10.3** The Presidential Board selects and proposes the Director General of Region I to the Management Council, subject to prior agreement with the Euroboard.

**10.4** The Presidential Board sets the goals for the Director General of Region I in agreement with the Euroboard and the Region I Management Council (pursuant to Article 14).

**10.5** The Presidential Board gives guidance for the development of the Region I Strategy and its completion.

## **ARTICLE 11**

### **THE MANAGEMENT COUNCIL**

**11.1** The Management Council consists of the President and nineteen Members.

**11.2** The nineteen Members are determined as follows:

a) The seven Member organisations which, through their volume of activities (subscriptions and contributions), provide the largest part of the resources of the Region and thus contribute decisively to the fulfilment of its tasks. These representatives have a de facto seat in the Management Council for a four-year mandate. The list of highest contributors will be communicated to all Members eight weeks before elections.

b) The Chair of each of the following four sub-regions or sub-groups:

- Nordic Clubs' Coordination Forum (NOCOF);
- Coordination Forum for Eastern and Central European Clubs (COFO);
- Arab Council of Touring & Automobile Clubs (ACTAC);
- African Council for Touring and Automobile (ACTA);

The Eurocouncil is represented in the Management Council by the President of Region I if he comes from a Eurocouncil Club.

c) Eight representatives to be elected from full Member organisations of the Region.

**11.3** The full Members entitled to a representative on the Management Council shall submit the name of that representative in writing to the Region I Secretariat. A change in the representative person is admissible at any time and must be notified to the Region I Secretariat. A substitution is permissible, if formally notified for each single meeting.

**11.4** Should the President belong to one of the nineteen full Members elected to the Management Council, that full Member shall be entitled to delegate another representative to the Management Council.

**11.5** The claim to membership of the Management Council under 2a) shall be reviewed every four years according to a procedure outlined in the Regulations appended hereto. Members of the Management Council mentioned under 2b) and c) shall be elected for four years. They are eligible for re-election.

**11.6** The Management Council may be convened by the President as the need arises or at the demand of at least one quarter of its Members. It arrives at its decisions by a majority. The President shall cast a vote only to break a tie.

**11.7** The Management Council is competent to deal with all matters that are not specifically reserved for the Plenary Assembly. It endorses the Region I Strategy with inputs from the Presidential Board and assesses its completion once a year. It conducts the current affairs of the Region. To pursue its objectives, the Management Council is empowered to appoint other Commissions and Committees and to assign to them specific tasks.

**11.8** A minimum of ten Members present at the meeting is needed to ensure the validity of the decisions.

**11.9** The Management Council decides on the appointment or dismissal of the Director General of Region I on the proposal of the Presidential Board and with the prior agreement of the Euroboard.

## **ARTICLE 12**

### **REGION AUDIT COMMITTEE**

**12.1** The Region I Audit Committee consists of no less than three members, representatives of three different full Member organisations. The members are elected in their personal capacity by the Plenary Assembly for a period of four years. They are eligible for re-election twice, and should not sit on any other body of the Region.

**12.2** The Committee ensures the relevance and permanence of the accounting methods adopted for drawing up the accounts of the FIA Region I and to check that the internal procedures for the collection and control of information guarantee this.

**12.3** Members of the Audit Committee shall appoint a chairman amongst its members.

**12.4** As the Region accounts are kept within the accounts of the FIA, the Audit Committee of Region I will coordinate its work with the FIA Audit Committee. The Specific Internal Regulations of the FIA Audit Committee apply also for the Region I Audit Committee, where applicable.

**12.5** The Committee has the authority to meet those persons who contribute to drawing up or reviewing the accounts such as financial managers and auditors.

**12.6** The Region I Audit Committee informs the Presidential Board and sends a written report to the Management Council and the Plenary Assembly. It can attend the meetings of those two bodies to answer questions from Members.

## **ARTICLE 13**

### **THE PLENARY ASSEMBLY**

#### **Convening**

**13.1** The Plenary Assembly is the highest body of the Region I structure. It meets once a year, preferably in the first half of the year, and is chaired by the President (or in his absence one of the Vice-Presidents appointed by the President). It must also be convened if a fifth of the full Members of the Region submit a formal request to the Management Council.

**13.2** The convening of the Plenary Assembly, including the date, venue and agenda is decided upon by the Management Council.

**13.3** The convening of the Plenary Assembly with an indicative agenda, shall be communicated to all Members in writing in the name of the President eight weeks before the date of the Plenary Assembly.

**13.4** All Members of the Region can make a motion to the Plenary Assembly, provided that the text reaches the Region I administration at least 4 weeks before the date fixed for the meeting.

#### **Role of the Plenary Assembly**

**13.5** The Plenary Assembly has the following tasks:

a) Approval of the annual report, the annual statement of accounts, the Region I Strategy and the certified report of the external auditors (the auditing company must have the qualification of a

chartered accountant and must be replaced periodically in accordance with the FIA Audit Committee Specific Internal Regulations);

b) Determining the membership subscriptions for the following year and approval of the annual budget;

c) Election of the President;

d) Election of the eight representatives of the Management Council.

e) Election of the Audit Committee of the Region;

f) Election of 8 representatives from among the Management Council to the World Council for Automobile Mobility and Tourism in accordance with the FIA Statutes. In accordance with the FIA Statutes, Region I President and two persons appointed by ACTA and ACTAC respectively, are members of the World Council by right. As per FIA Statutes, Region I can only nominate one representative per country.

e) Propose amendments to the Region I Internal Regulations to the FIA General Assembly;

g) Termination of the Region;

i) Issue recommendations concerning affiliation requests to the FIA World Council on Automobile Mobility and Tourism

## **Nominations**

**13.6** Nominations for the Region I President must be received by the Region I Secretariat in writing at least four weeks before the date of the Plenary Assembly. The Management Council shall be swiftly notified.

Nominations for the Presidential Board, Management Council and Audit Committee must be submitted to the Region I Secretariat four weeks prior to the date of the Plenary Assembly.

Nominations to the Region I President and to the Management Council elections must be seconded by two other full Members. Secondments must be received four weeks before the date of the Plenary Assembly. There is no limit to the number of nominations that full Members can second.

## **Decision making**

7. Without prejudice to Article 6 (Suspension), every full Member of the Region has the right to vote at the Plenary Assembly.

8. Any Region I Member entitled to attend the meeting of the Plenary Assembly, whether they are entitled to vote or not, is allowed to exercise the voting rights of another Region I Member, provided that:

- the Region I Member granting the proxy is itself entitled to vote
- the Region I Member representing another Region I Member has been validly appointed by proxy to do so



Any Region I Member with the right to vote and which wishes to be represented by another Region I Member must fill in a proxy and return it to the Region I Secretariat at the latest 15 days prior to the Plenary Assembly. The Region I Secretariat will provide the form to its members eight weeks before the Plenary Assembly meeting. Each Member can receive a maximum of one proxy.

9. Unless it wishes to amend the Region I Statutes, the Plenary Assembly can make decisions regardless of the number of Members present and represented.

10. All decisions shall be carried by a simple majority, except:

- a) Proposed amendments to the Internal Regulations, regulated by Article 15;
- b) Termination of the Region, regulated by Article 16

## **Elections**

11. Elections for the attribution of seats to the Region I and FIA bodies are secret. Elections where the number of candidates matches the number of seats available may be made by a show of hands unless a secret vote is specifically requested. The relevant motion of one voting Member suffices hereto.

12. Candidates need an absolute majority of votes cast at the first two ballots, in order to be elected. For subsequent ballots, a simple majority shall suffice. Blank and invalid ballot papers do not count.

13. All candidates standing for elections must be under 75 years of age on the day of the election or of the re-election. For the election of Region I representatives to the World Council for Automobile Mobility and Tourism, the relevant date is during the FIA Annual General Assembly when the World Council for Automobile Mobility and Tourism is formally appointed.

14. Members suspended by the FIA lose their right to vote in Region I elections. Notwithstanding the eventual payment of debts prior to the plenary assembly, the loss of the right to vote remains if the Members concerned were suspended 15 days before the date of the said Plenary Assembly.

## **ARTICLE 14**

### **DIRECTOR GENERAL**

1. The Director General of the Region is appointed by the Management Council pursuant to Article 11.9.

2. The Director General of the Region shall in particular:

a) Maintain communications between the bodies of the Region; between them and other FIA Regions; as well as between the Region and the FIA;

b) Manage the daily business of the Region I Secretariat in Brussels (including the management of budget, personnel, Region I reserves, events, and other Region I activities);

c) Fulfil tasks entrusted to him by the Management Council;

d) Prepare and attend the meetings of the Region I Presidential Board, Management Council, Plenary meetings and Audit Committee as ex officio member without voting right; he or she may be asked to step out from those meetings when requested by the Chair;

- e) Participate in FIA events such as the General Assembly, Conference Week, etc.;
- f) Inform the Members about important political developments within institutions located in Region I;
- g) Liaise with the sub-regions and sub-groups;
- h) Manage the affairs of the Euroboard and sub-regions;
- i) Coordinate the European lobbying activities of the Clubs;
- h) Propose strategy plans for the Region to be approved by the Presidential Board, Management Council and Plenary Assembly.

## **ARTICLE 15**

### **AMENDMENTS TO THE INTERNAL REGULATIONS AND VALIDITY OF TEXTS**

1. Amendments to the Internal Regulations of the Region may be made only upon a decision made by a two-third majority of the Plenary Assembly, and subject to the approval of the World Council for Automobile Mobility and Tourism and ratification by the FIA General Assembly, in accordance with the FIA Statutes.

2. The Internal Regulations of the Region must not contain any provisions that would contravene the FIA Statutes and the FIA Internal Regulations. In case of conflicts, the FIA Statutes and Internal Regulations shall prevail over the Region I Internal Regulations.

## **ARTICLE 16**

### **TERMINATION OF THE REGION**

1. The Region may only be terminated except by the General Assembly following a proposal formulated by the Region I Extraordinary Plenary Assembly, where at least two-thirds of the full Members are present or validly represented and by a majority vote (Article 20 of the FIA Statutes). Voting by postal mail is accepted in this case.

2. This Extraordinary Plenary Assembly must be convened by registered mail six months before the date of the meeting. The termination of the Region must appear on the agenda at the time of the convocation.

3. The Extraordinary Plenary Assembly appoints the liquidators. The remaining assets of the Region at the moment of liquidation shall be transferred, by decision of the Extraordinary Plenary Assembly, to one or more renowned institutions whose objectives are as close as possible to those of the Region.

On no account may the remaining assets be transferred to the Members or used totally or partly to their benefit, or returned to the Members having comprised the Region.

## **ARTICLE 17**

### **NOTIFICATION AND TIME LIMITS**

1. As a rule, notifications shall be communicated by email. They may be sent by telefax or mail to the last known address of the Member, unless stipulated otherwise (recorded delivery).
2. Time limits required by law or by these Regulations shall be deemed to have been observed if the notification is received by the addressee on the last day before the beginning or the day of the expiry of a time limit.

#### SPECIAL PROVISIONS

##### TO ARTICLE 11 SECTION 1

1. For the determination of organisations eligible for membership under a) (that have a de facto seat in the Management Council), the aggregate count of all subscriptions and contributions shall be applied.

Consequently, the sum of contributions made by the relevant Member organisations and established yearly by the General FIA Secretariat with the deadline of 31<sup>st</sup> December of the previous calendar year, shall be notified in the year of elections to all full Members, with the advice that recourse against these figures may be had, within four weeks after notice received, to the Region I Secretariat.

The Management Council rules finally on such recourse in time to enable the Plenary Assembly to dispose of uncontested data at the time of its meeting.

2. Full Members which had lost their qualification for membership in group a) or were eligible but not elected under b) may stand for election again under c.)

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**ANNEX I ILLUSTRATION OF REGION I GOVERNING BODIES AND ROLES**

