

STATUTES
of the
INTERNATIONAL TRIBOLOGY COUNCIL

**An International Non-Governmental Association
of Professional Tribology Bodies**

*Approved by ITC Member Societies in July and August 2021 and voting
procedure and results approved by ITC Executive Committee 1.10.2021*

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STATUTES
of the International Tribology Council
an international non-governmental association

Article 1 – Name and status of Association

The name of the association is: **The International Tribology Council (ITC)**. ITC is an international association for tribology cooperation formed between a number of national organisations and based on mutual agreement as defined in these statutes. The ITC is registered as a legal, non-profit, association in Switzerland according to article 60ff. of the Swiss Civil Code.

Article 2 – Date of formation

The date of formation is: 24th September 1973

Article 3 – Objectives

Objectives of the International Tribology Council:

1. To maintain a live and continuous contact between tribology and kindred societies and groups anywhere in the world.
2. To facilitate tribology and kindred societies and groups to keep each other informed of their activities, in particular of their forward programmes.
3. To ensure that its international congresses are arranged at agreed intervals; however, the organisation of such congresses to be conducted by the respective host society or societies.
4. To facilitate exchange of views, comments and opinions on tribological matters between Member Societies and groups.
5. To advise and assist, where requested, in the founding of tribology societies in countries where such societies do not exist.
6. To assist through international co-operation in matters connected with tribology science, technology and education.
7. To provide information about important issues, events and projects in the field of tribology, from and relevant to, Member Societies
8. To undertake such other actions within the field of tribology science, technology and education, where pure or applied, which at least three quarters of all Member Societies desire it to do.

Article 4 – Main Office

The official address of the International Tribology Council is Jost Institute for Tribotechnology, School of Engineering, University of Central Lancashire, Preston, Lancashire PR1 2HE, UK.

Article 5 – Duration

The duration of the International Tribology Council is unlimited.

Article 6 – Languages

The official language of the International Tribology Council is English.

Article 7 – Membership

There shall be two classes of membership:

- (a) Full members (Member Society) are national tribology societies, groups, divisions etc. and they have the right to use one vote at the Council in Session meetings. Each Member Society has the right to appoint a Vice-President and up to two Corresponding Officials.
- (b) Associated members (Associated Member) are individuals in countries in which no tribology society or similar group exists or where tribology societies are not members of the ITC. They have the right to participate in ITC meetings and activities, but do not have the right to vote at the Council in Session meetings.

The Council's founding members are the bodies listed on the Foundation Document.

Article 8 – Conditions of Membership

- (a) Subscribe to the eight objectives listed in Article 3.
- (b) Satisfy the Council that it can look after all disciplines comprising tribology in its country.
- (c) Satisfy the Council that it is not a commercial or political organisation.
- (d) Be able to represent tribologists of a whole country and not merely part of it. Dual representation from a country, where for some reason single representation is not possible, can be approved in exceptional cases.

Article 9 – Method of Admission

- (a) The ITC Executive Committee shall vet each application and make its recommendation to the Council in Session.
- (b) The Council in Session shall decide on the admission of new members of any grade.

Article 10 – Council Meetings

The Council in Session shall normally meet in ordinary session every second year. Additional Council in Session meetings shall be arranged at the request of one third of the Member Societies or at the request of the Executive Committee. If for some reason the Council Meeting cannot be arranged by convening physically, the Council Meeting may be arranged by electronic means.

Article 11 – Voting Procedure

- (a) When a decision is taken each Member Society, normally represented by its ITC Vice-President, has one vote. In case ITC Vice-Presidents are unable to attend they can be replaced by proxy by another person.
- (b) The adoption of any motion, other than that stated in Article 11c, but including rules, regulations and additions, deletions or alterations of any statute, and subscriptions, requires a 75% majority of all Member Societies, represented at the Council in Session.
- (c) The selection of a venue of a Congress of the International Tribology Council, the election of President, the election of members to the Executive Committee and election of Auditors each require a decision by a simple majority at a Council in Session meeting. In the case of equal votes being cast, the President or, in his/her absence, the Chairperson of the Council in Session, shall have a casting vote.

Article 12 – Minutes

The draft minutes of the deliberations of the Council in Session and of the decisions reached shall be sent to all Members Societies and be approved or altered at the following meeting of the Council in Session.

Article 13 – President

- (a) The Council in Session shall elect a President for a period of four years. The four-year period for the new President normally starts from the beginning of the calendar year following the year of the Council in Session meeting of election.
- (b) The President shall lead the activities of ITC as decided by the Council in Session and represent the ITC internationally. The President shall chair the Council in Session meetings and the Executive Committee meetings.

Article 14 - Executive Committee

Candidates for new Executive Committee members are nominated by Member Societies and the Executive Committee.

- (a) The Executive Committee shall support and advise the President on any upcoming matter when so required.
- (b) The Executive Committee shall:
 - Assess each membership application and make a recommendation to the Council in Session.
 - Assess World Tribology Congress applications for host society and venue for the next unallocated congress and present their analysis for the Council in Session meeting where the decision is taken.
 - Recommend to Council in Session the candidates for ITC officials for next four-year period.
 - Present for the Council in Session an Activity Report and a Financial Report.
 - Propose to Council in Session Plan of Activities and Actions as well as a Budget for the coming period.
 - Communicate with the Tribology Trust Fund and when so requested assist with matters related to nominations and recommendations of Tribology Gold Medal.
- (c) The Executive Committee consists of the President as Chairperson, Executive Director (also acting as Secretary), Deputy President, Treasurer and 2-6 members.
- (d) The Executive Committee shall among itself elect a Deputy President.
- (e) The Executive Committee shall appoint an Executive Director (also acting as Secretary), a Treasurer, and, if so desired, other ITC officials.
- (f) The Executive Committee shall invite a number of distinguished senior individuals from the tribology community to form the Distinguished Advisory Board (DAB). Their main purpose is to provide advice and comment to the Executive Committee on global developments, strategic issues, and other matters that are deemed important to the ITC. They are normally invited to serve for a period of four years.
- (g) Normally half of the Executive Committee members are changed every four years to provide both continuity and renewal.

Article 15 – World Tribology Congresses (WTC)

World Tribology Congresses shall normally be held every 4 years and shall be arranged by a tribology body of the country of the selected venue, who shall also be responsible for all finances connected therewith. The WTC host organisation shall transfer 5 % of congress registration fee receipts to ITC for administrative and other expenses within 6 months after the congress. The selection process and criteria for staging the World Tribology Congress are in Appendix 1.

Article 16 – Tribology Gold Medal

ITC has been linked to the initiation of the Tribology Award Fund established as a separate fund by the Institution of Mechanical Engineers (charity number 206882). The Tribology Gold Medal has been awarded annually since 1972 and is the supreme international award in the field for contributions to tribology that are considered to have been outstandingly meritorious. ITC officials, Member Societies and individuals are available to assist in nominating suitable candidates when so requested.

Article 17 – Consultations by Correspondence and Delegation of Decision

- (a) For the certain urgent decisions requiring the authority of Council in Session, on the initiative of the President or the Executive Committee, the procedure of consultation by correspondence with all ITC Vice-Presidents shall be resorted to, except in exceptional circumstances, there shall be a time limit of reply of 30 days. Correspondence may be by electronic means.
- (b) In all other matters falling within the provision of these statutes, except for additions, deletions and alterations of any article in the statute, and subscriptions, the Executive Committee shall between Session meetings of the Council, have delegated authority of the Council in Session.

Article 18 – Funding and Liability

The goals of the association are financed by contributions from conferences, corporate sponsorship, donations and similar, and if the Council in Session so decides, by membership fees.

The members of the Executive Committee, the President and other ITC officials are active in an honorary capacity. They are only entitled to compensation for:

- direct expenses and cash expenditure restricted to an agreed frame of appropriate expenses from a priori estimations.
- special activities, agreed in advance and conducted by individual Executive Committee members, or ITC Officials, an appropriate compensation can be paid.

The liability of the association is limited to the association’s assets.

Article 19 – Auditors

Two auditors and two deputy auditors are elected by the Council in Session meeting, normally for a period of four years. They are responsible for auditing the Financial and Activity Report of the previous period. They submit the Audit Report to the Council in Session.

Article 20 – Dissolution of the Association

Any funds remaining after dissolution of the ITC are to be donated to a tax-exempt institution with the same or similar purpose. A distribution among Members is excluded.

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Appendix 1

Venues of Future Congresses (Article 15). The following procedure for the selection of the next WTC venue shall be:

SELECTION PROCESS AND CRITERIA FOR STAGING THE WORLD TRIBOLOGY CONGRESS

The procedure for selection of a host organisation to stage a World Tribology Congress (WTC) follows the venue selection practice for the Olympic Games.

International Tribology Council (ITC) Member Societies that are willing to stage a World Tribology Congress are recommended to inform ITC about their willingness three months before the ITC in Session meeting taking place *six* years before the Congress. They are asked to present their preliminary plans at the meeting.

Three months before the ITC in Session meeting taking place *four* years before the Congress applicants must submit their full application including plans for staging the Congress and addressing the selection criteria below. At the meeting they are expected to present their plans.

The ITC Executive Committee will analyse the applications and present their analysis for the ITC in Session meeting where the decision about appointing the organisation to host the Congress is taken.

An application for staging the World Tribology Congress should be sent to the International Tribology Council and address the following selection criteria:

- (a) Experience in the organisation of successful international and multi-national conferences, particularly in tribology.
- (b) Responsible organisation and its connection to congress organisation.
- (c) Connections to and support from governmental/official bodies.
- (d) Good connections with the world's tribology community, especially the users.
- (e) An affordable participation cost. This could normally mean sponsorship from public bodies, charities and industry.
- (f) Maintenance of the principle, that there shall be personal freedom of access for participants from any country.
- (g) A reasonable level of personal security of participants.
- (h) Selection of venue. Undue attention to tourism possibilities should not be paid.
- (i) Proposed dates.
- (j) Geographical issues. The Congress shall not have a fixed location and is expected to geographically circulate in different parts of the world.

- (k) The host organisation can propose a candidate for ITC President for the next four-year period.
- (l) The WTC host organisation shall transfer 5 % of congress registration fee receipts to ITC for administrative and other expenses within 6 months after the Congress.
- (m) Other relevant details.