



Articles of IAQVEC Association

ARTICLE 1: Name of the association

The name of the cultural international association will be: “**Indoor Air Quality, Ventilation & Energy Conservation**”, IAQVEC.

ARTICLE 2: Object, goal of the association

The object of the association shall be:

- to promote internationally the science and practice of Indoor Environment Quality, Ventilation and Energy Conservation in Built-environment and other similar engineering services that relate to the indoor environment quality and conditioning, (hereinafter also called ventilation, heating and air conditioning)
- to develop education in this field.
- to promote and organize the IAQVEC conferences
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The association is a non-profit organization

The association tries to reach its object by:

- holding meetings;
- providing information by website, publishing newsletters, books and other papers;
- organizing international congresses, seminars, workshops and exhibitions and developing other similar activities alone or with others;
- co-operating with other organizations in the fields of science, culture and education, and all other lawful means;
- Encouraging the participation by presenting various awards and honors.
- Providing education such as summer schools and training course.

ARTICLE 3: Registered office location

The association has its registered office in 17 bd Jules Favre, 69006 Lyon, France.

This registered office could be transferred by a simple decision of the board of the association or a decision of its general assembly

ARTICLE : Duration



The association, which was formed on the (date of creation...)October in 2016, has been entered into for an indefinite period.

ARTICLE 5: Composition (Members and others)

The general assembly is composed of

- a) members
- b) President
- c) Board
- d) Treasurer
- e) Honorary members

ARTICLE 6: Admission

Application as a member must be effected in registering on the IAQVEC website or writing (by ordinary mail, fax or electronic mail) to the secretary of the association.

The board shall decide the approval of the application.

ARTICLE 76 - Members – membership fees

- Members are those who contribute every year by their membership fees.
- The membership fee should be proposed by the Board and approved by the General Assembly
- Honorary members are distinguished persons who served the association and do not pay membership fees

ARTICLE 8 : Expelling

The quality of member may be lost by :

- Demission,
- Pass away,
- For non-respect of association's rules.

ARTICLE 9: Resources

The financial resources of the association shall consist of:

- the contributions and admission fees of the members, the associate organizations and supporters; subsidies, donations, inheritances and specific legacies;
- revenues from conferences, workshops, publications and other activities of the association;
- and all other lawful resources.



The amount of the contribution and admission fees shall be determined by the general assembly and laid down in the by-laws

The registration fee of IAQVEC international conference includes membership fee partially.

The amount of membership fee shall be decided from GA during its meetings

ARTICLE 10: General assembly

In the association the General Assembly (GA) shall have all the powers that have not been entrusted to the board by the law or the articles. The GA may authorize the board to institute committees and (other) bodies with special assignments in order to achieve the objects of the association

The General Assembly coincides with all the association members.

General Assembly (GA) meets at least once every three year around the date of IAQVEC international conference.

General assembly can be held any time if required.

At the GA inter alia the following subjects shall be discussed:

- the report and the accounts referred to in article 10 with the report of the committee referred to there;
- the programme of activities for the coming three years;
- the estimate for the coming three years;
- the contribution and admission fees for the (new) members, the associate organizations and contributors;
- approval and election of new members, authorization to the board to institute new committees and steering committees;
- the appointment of the committee mentioned in article 10 for the next association year
- filling vacancies on the board;
- proposals from the board or members announced in the convening notice for the meeting.

Approval of the documents described under (a) shall discharge the board from liability for the management in so far as it appears from those documents.

8 weeks before the defined date, every member should receive the call for GA from the association secretary. This call for GA should contain the agenda.

The president of the association is chairing the general assembly together with the board members.

The treasurer presents the financial status and management of the association to the approval of the GA.

The GA approves the membership fees of each category of members and the budget of the association.

Only questions presented on the agenda can be discussed during GA.

Any decision should be approved by the majority of the GA.



The new board members have to be approved during the GA.

Article 11: Annual report and accounts

1. The association year shall be the calendar year.
2. The board shall be obliged to keep such records of the capital position of the association that its rights and obligations may always be known from them. The treasurer shall monitor the budget, the estimate and the current account and shall report on them to the board regularly.
3. Within six months after the end of the association year, bar extension of this period by the general meeting, the board shall present its annual report and render accounts for its management exercised in the past financial year with submission of a balance sheet and a statement of income and expenditure. After expiry of the period every member may claim these accounts from the board at law.
4. The general assembly shall appoint from the members a committee of at least two persons who may not be members of the board. The committee shall audit the accounts of the management and shall report its findings to the general meeting.
5. If the audit of the accounts demands special accounting knowledge, the audit committee may be assisted by an expert. The board shall be obliged to supply the committee with all the information desired by it, to show it the cash and assets if necessary and to allow it to inspect the books and documents of the association.
6. The charge of the committee may always be revoked by the GA but only by the appointment of another committee.
7. The board shall be obliged to keep the documents referred to in the paragraphs 2 and 3 for ten years.

ARTICLE 12: Extraordinary General Assembly

If necessary or on the demand of half of the registered members plus one, the association President can call for an Extraordinary General Assembly in order to modify the bylaws or pronounce the dissolution of the association. The ways to call for an extraordinary GA are the same as for an ordinary one.

Any decision should be approved by the majority of the GA.

ARTICLE 13: Board of the association

The association shall be managed by a board consisting of at least four and at most sixteen persons among the association members.

The members of the board shall be elected by the GA from the members,

In case of vacancy, the board can supply temporally to replace the missing members. The new members should be elected at the next GA. Their mandate ends at the end of the mandate of the replaced members.



Every member of the board, even if he has been appointed for a specific period of time, can be dismissed or suspended by the general assembly at all times. A suspension that has not been followed within three months by a resolution on dismissal shall end on expiry of that period.

The membership of the board shall furthermore be terminated: by resignation; by retirement by virtue of the rotation schedule.

The board should meet once every 6 months under the call of the president or of one half, of its members.

Decision are taken at the majority of the board members, in case of equality, the president vote is dominant.

Any member of the board absent three time to the board meeting without apologizes will lose his board member position.

The board has to elect among his members:

- A president
- A treasurer
- A secretary
- One or more vice presidents
- One or more vice secretary
- One or more vice treasurer

The board is elected for a 3 year period, the board elections will be organized during the General Assembly at every conference.

ARTICLE 14: Amendment of the articles and dissolution

Resolutions on amendment of the articles or on dissolution of the association may only be passed at a GA by a majority of at least two thirds (2/3) of the valid votes cast. The proposal on amendment and the complete text of the proposed amended provisions or the proposal on dissolution of the association must be included in the agenda of the GA.

An amendment of the articles shall only have effect if it has been registered

After dissolution of the association the last board in office shall be entrusted with the liquidation, unless the GA provides differently. During liquidation the provisions of these articles shall remain in force as much as possible.

The GA resolving on dissolution shall decide about the use of any credit balance after liquidation, on the understanding that the balance must be used for an object that approaches the object of the association as closely as possible.

Article 15: Bye Laws



The Board of the association shall lay down the bye-laws and may lay down, amend and withdraw other rules in connection with subjects that have not been provided for in these articles. The provisions of such rules may not be contrary to the provisions of these articles or the law.

ARTICLE 16: The GA shall decide in all cases not provided for by these articles or the rules.

Established in September 2016

Revised in May 2023

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