

ISWA Statutes

New version 2018

approved by the General Assembly on 21st October 2018

Article I – Name, Seat and Concept

The Association is named the International Solid Waste Association – Internationaler Verein für Abfallwirtschaft, with the short title of ISWA, and shall have its seat in Auerspergstrasse 15, Vienna, Austria. ISWA is an international, non-profit association working in the public interest to promote and develop professional, sustainable waste management worldwide. The Association is open to individuals and organisations from the scientific community, public institutions and public and private companies from all over the world working and interested in waste management.

Article II – Mission and Objectives

ISWA's declared mission is: "To Promote and Develop Sustainable and Professional Waste Management Worldwide". ISWA achieves its mission through:

1. Promoting resource efficiency through sustainable production, and the transition to a circular economy,
2. Supporting developing and emerging economies,
3. Advancing waste management through education and training,
4. Promoting appropriate and best available technologies and practices and
5. Advancing professionalism through its programme on professional qualifications.

The objectives of ISWA are to promote sustainable waste management practices worldwide through scientific, economic and social instruments. ISWA works to protect human health and the environment as well as towards a circular economy and provides the following scientific, economic and social instruments:

1. International network, to share knowledge, data and experience,
2. Expert working groups to advance knowledge and expertise,
3. Professional congresses, conferences, seminars and workshops for the dissemination of information,
4. Education and training courses tailored to the trainees needs including a qualification and certification programme,
5. Professional publications including high quality research journals and magazines, up to date studies and developments from all over the world,
6. Cooperation with key stakeholders, particularly the National Members of ISWA as well as with International Organisations and Institutions and
7. Various projects in developing economies establish a circular economy.

Article III – Funds

The funds necessary to achieve the objectives of the Association are raised by membership dues, donations, sponsorships, subsidies, interest income, organisation of events, publications, project management, public relation measures and promotions of all kinds.

Article IV - Membership Categories

The Association is comprised of the following membership categories:

1. National Members

The National Member must should preferably be a non-governmental organisation (association, institute, federation or similar), or multiple organisations acting together, representing one or more countries and acting for the areas of interest concerned with ISWA matters,

or;

any other organisation working for the public interest to promote and develop professional waste management and the circular economy country-wide, justified by the board on the basis of special circumstances and approved by the National Members in a vote in the following General Assembly (GA).

2. Company/Organisation Members

An Organisation Member is any public or private organisation or company which is working in, or associated with, the field of solid waste management.

3. Individual Members

An Individual Member is a person who is working or interested in the field of solid waste management.

4. Student Members

A Student Member is an individual enrolled full-time at a college or university.

5. Online Members

An Online Member is an individual who receives limited benefits and services online only.

6. Honorary Members

An Honorary Member is an individual designated by the General Assembly in recognition of his/her special services to ISWA.

Article V – Membership Admission and Ending of Membership

1. Membership Admission

The General Assembly approves the admission of National Members and designates Honorary Members in accordance with the Internal Regulations. The General Secretariat approves the admission of all other members.

2. Ending of membership

The membership ends with the death of a natural person, in case of a legal entity with losing the legal personality, with optional exit, with suspension or with termination of membership (see also Article XII 2.).

Article VI – Rights and Duties of Members

1. Rights of Members

As described elsewhere in these Statutes and in accordance with the provisions of the Internal Regulations:

- a. All Members have a right to receive products and services provided by the General Secretariat, including membership rates for purchase of publications, training materials and registration for events.
- b. National Members have the right to designate National Member Representatives who may vote on all issues in the General Assembly
- c. Company/Organisation Members have the right to vote to elect Company/Organisation Member Representatives to the Board who also may vote in the General Assembly, except for the election of National Member Representatives to the Board.
- d. All Members, except On-Line Members, that reside in areas where Regional Development Networks have been established have the right to vote to elect Regional Development Network Representatives to the Board.
- e. Individual and Student Members have the right to attend the General Assembly and speak when recognized by the President.

2. Duties of Members

All members shall use their best effort to promote the interests of the Association and shall refrain from any activity which may be detrimental to the reputation of the Association or which may result in a violation of the objectives of the Association. The members shall act in accordance with the Statutes and the Internal Regulations. Members shall duly pay the membership dues fixed by the General Assembly.

Article VII - The Organisational Structure of ISWA

ISWA functions through an organisational structure comprised of:

- I. The General Assembly,
- II. The President and the Vice President,
- III. The Board,
- IV. The General Secretariat
- and V. The Mediation Board.

Article VIII - The General Assembly

1. The General Assembly is comprised of all National Members represented by the official Representatives and the Company/Organisation Members represented by two Company/Organisation Member Representatives to the Board elected by the Company/Organisation Members as laid down in these statutes. Company and Organisation Members shall not have the right to elect National Member Representatives to the Board.

2. The General Assembly shall conduct its business as follows:
 - a. The General Assembly shall meet at least once each year.
 - b. A special meeting of the General Assembly may be held as determined by the Board, or by petition of two thirds of the National Members or more than 10% of all members in writing.
 - c. When a National Member Representative is unable to attend a meeting of the General Assembly that National Member has the right to designate, by written correspondence, another person as its Representative.
 - d. General Assembly decisions are made by simple majority (greater than 50 percent) of votes cast. Exceptions are changes in statutes and dissolution of the Association where a two-thirds majority of votes cast is necessary. An equality of votes shall be considered as rejection. One-half of the members of the General Assembly constitutes a quorum.
 - e. The General Assembly can only make decisions on matters included in the agenda. National Members may propose agenda items no later than 3 months prior to the General Assembly.
 - f. The General Assembly can decide to postpone a decision to a later called Extraordinary General Assembly, which can be carried out in writing.
 - g. The General Assembly elects the President, the Vice President, the Treasurer and the Chair of the Scientific and Technical Committee (STC) of ISWA from candidates nominated by the National Members.
 - h. The General Assembly elects two National Member Representatives to the Board from candidates nominated by the National Members.
 - i. The General Assembly shall recognise three Regional Chapter (RC) Representatives to the Board elected by the ISWA Members (except On-Line Members) within the Regional Chapter.
 - j. The General Assembly shall recognise two Company/Organisation Member Representatives to the Board elected by the Company/Organisation Members.
 - k. The staff of The General Secretariat may attend the General Assembly in an advisory capacity.
 - l. Agendas and notices of meetings shall be prescribed by the Internal Regulations. Minutes of the General Assembly shall be recorded in writing and signed by the President.

3. The functions and responsibilities of the General Assembly are:
 - a. To approve the policies and programmes of the Association,
 - b. To approve the budget of the Association,
 - c. To approve the external annual audit provided by an independent auditor firm,
 - d. To select two auditors for the internal financial audit,
 - e. To approve the locations of the ISWA World Congress,
 - f. To designate Honorary Members,
 - g. To approve admission of National Members,
 - h. To approve changes in the Statutes and Internal Regulations and
 - i. To make decisions regarding the dissolution of the Association and the utilisation of the Association's funds in accordance with Art. XIV.

Article IX- The President and the Vice President

1. The President represents ISWA in all of its activities and chairs the General Assembly. The President also chairs the Board.
2. The Vice President represents the President on occasions when the President is absent and assumes the responsibilities of the Presidency when the President is unable to carry out the responsibilities of the Presidency.

Article X - The Board

1. The Board cannot exceed 11 members and is composed of the President, the Vice President, the Treasurer, the Chair of the Scientific and Technical Committee (STC), two National Member Representatives, two Company/Organisation Member Representatives, and three Regional Chapter (RC) Representatives.
2. The Board Members are elected or approved by the General Assembly in accordance with the procedure outlined in the Internal Regulations. The Board Members are elected for a two-year period and can be re-elected twice with the exception of the President who is elected for a two-year period and can be re-elected once, and with the exception of the Chair of STC who is elected for a four-year period and can be re-elected once.
3. The Board meets on the summons of the President or at the request of at least three of its members. It exercises its functions within the scope of the powers delegated to it by the General Assembly.
4. Board's decisions are made by simple majority (greater than 50 percent) of votes cast. More than 50% of the Board's members constitute a quorum.

Article XI - The General Secretariat

1. The managerial, operational and administrative tasks of the Association are to be performed by a General Secretariat under the direction of a Managing Director. The staff of the General Secretariat shall be appointed by the Managing Director.
2. The location of the General Secretariat offices is Vienna, Austria.

Article XII - Membership Dues

1. The annual ISWA dues for the membership categories are proposed by the Board and approved by the General Assembly as specified in the Internal Regulations.
2. Membership in ISWA is subject to payment of dues. Non-payment of dues shall result in automatic termination of membership for all categories by the General Secretariat, except for National Members whose membership can be terminated by the General Assembly for failure to pay its membership dues. In addition, National Members must have paid the dues 28 days prior to the General Assembly meeting in order to hold the right to vote in the General Assembly. The General Secretariat shall report non-payment of dues for National Members to the General Assembly for action.

Article XIII - Internal Regulations

1. The General Assembly will establish Internal Regulations to assure the execution of these Statutes.
2. The Internal Regulations shall specify the organisation and functioning of the Association.

Article XIV- Utilisation of Funds of the Association

1. The income and property of the Association are to be applied solely toward the promotion of the Association's objectives and may not be used directly or indirectly for payments in form of subsidies or similar contributions to members.
2. In the case of the dissolution of the Association, any funds remaining after settlement of all obligations may not be distributed to ISWA members, but must be transferred to a non-profit association or possibly to several non-profit associations working in the public interest to promote and develop professional waste management for a sustainable society and have the same type of regulations regarding distribution of their funds and properties under similar conditions.

Article XV- Mediation Board

An ad hoc mediation board will decide internal disputes between members and between members and the association. The mediation board is a dispute resolution body according to section 8 VereinsG and not an arbitral tribunal in accordance with section 577ss ZPO. It will be comprised of three members of the General Assembly. One member will be nominated by the claimant. Within 7 days of its notification, the Board will call upon the other party to nominate the second member of the mediation board within 14 days. The third member and chairman of the mediation board shall be appointed by the first and the second member of the mediation board within 14 days as of the nomination of the second member of the board. If the two members of the board cannot agree on a chairman within this period, the chairman shall be drawn by lot from the nominations made by the two members. The members of the mediation board may not, with the exception of membership on the General Assembly, hold any other organisational function within ISWA. The mediation board will decide with simple majority vote after hearing both sides.