



Terms of Reference for Appointed Governors

As stated in Article 6 of the ICGEB Statutes, the Board of Governors shall consist of a representative of each Member of the Centre, and the Executive Head of UNIDO or his representative serving in an *ex officio* capacity without the right to vote. In nominating their representatives, Members are requested to pay due regard to their administrative capability and scientific background.

In addition to exercising other functions specified in these Statutes, the Board shall:

- Determine the general policies and principles governing the activities of the Centre;
- Admit the new Members to the Centre;
- Approve the work programme and the budget after having taken into account the recommendations of the Council of Scientific Advisers; adopt the financial regulations of the Centre and decide on any other financial matter, particularly the mobilisation of resources for the effective operation of the Centre;
- Grant, as a matter of the highest priority, on a case-by-case basis the status of an affiliation to national, sub-regional, regional and international research centres and laboratories of Member States that fulfil accepted criteria of scientific excellence;
- Establish, in accordance with Article 14, rules which regulate patents, licensing, copyrights and other rights to intellectual property, including the transfer of results emanating from the research work of the Centre;
- Upon recommendation of the Council, take any other appropriate action to enable the Centre to further its objectives and carry out its functions.

The Board holds a regular session once a year, unless it decides otherwise. Regular sessions are held at the Headquarters of the Centre, in Trieste, Italy, unless otherwise determined by the Board.

The Board adopts its own rules of procedure, as last revised in November 2010, and available in "ICGEB The Legal Documents" booklet, published in 2018, also available on line.

A majority of the Members of the Board shall constitute a quorum. Each Member of the Board shall have one vote. Decisions shall be made preferably by consensus, otherwise by a majority of the Members present and voting.

Decisions on the appointment of the Director, programmes of work and the budget shall be made by a two-thirds majority of the Members present and voting.

Representatives of the United Nations, the specialised agencies, as well as intergovernmental organisations and non-governmental organisations may, upon invitation of the Board, participate as observers in its deliberations. For this purpose, the Board shall establish a list of organisations that have a relationship with and have expressed interest in the work of the Centre.

The Board may establish subsidiary organs on a permanent or ad hoc basis, as may be

necessary for the effective discharge of its functions, and shall receive reports from such organs.

Representation of Members of the Board:

According to Rule 15 of the ICGEB Board of Governors Rules of Procedure

- The delegation of each Member of the Board shall be composed of an Appointed Governor (AG) and an Alternate Governor, who shall be duly designated as the representatives of the Member [State] concerned, and who may be accompanied by such advisers as may be required. In designating their representatives, Members shall pay due regard to their managerial and scientific background. As far as possible, the Governor or the Alternate Governor shall be competent to address the scientific issues involved in the work of the Centre.
- The names and titles of all persons constituting the delegation of a Member of the Board shall be submitted in writing to the Secretary, not later than one week before the opening date of the session.

Specific requirements for Governors:

- The AG is invited to attend the annual, regular session of the Board of Governors, usually held in May, and to make any necessary arrangements to ensure attendance or the delegation of a representative at each session;
- The AG is invited to become familiar with the official documentation available for consultation four weeks prior to the session, via a reserved area online;
- The AG is invited to contact the Secretariat for any logistical or additional assistance or information that may be required.

Additional information:

- The AG should be aware of the status of the assessed contribution of its country's membership in the ICGEB and make provisions to ensure regular payment of this;
- The AG is encouraged to engage with the Scientific Liaison Officer in his/her country, and to be aware of any issues regarding participation, and endorsement of applications, with reference to the funding programmes offered by ICGEB to young scientists in its constituency;
- The AG is encouraged to disseminate information on the activities of the Organisation and the benefit of membership, with a view to expanding the value of the ICGEB and leveraging its operations on a national and international scale.
- The AG maintains constant interaction with the ICGEB Director-General, also through the Secretariat, and assists in bolstering its mission and vision to improve the quality of life through biotechnology.