


ASSOCIATION INTERNATIONAL COORDINATING COMMITTEE  
OF NATIONAL INSTITUTIONS FOR THE PROMOTION AND  
PROTECTION OF HUMAN RIGHTS

**STATUTE**

<b>Art 1.1</b>	<p><b>SECTION 1: DEFINITIONS AND INTERPRETATION</b></p> <p><b>In this Statute</b></p> <p><b>Former Rules of Procedure</b> means the Rules of Procedure of “The International Coordinating Committee of National Institutions for the Promotion and Protection of Human Rights” adopted on 15 April 2000 and as amended on 13 April 2002, and on 14 April 2008 which are now merged into this Statute;</p> <p><b>ICC</b> means the International Coordinating Committee of National Institutions for the Promotion and Protection of Human Rights existing under the former Rules of Procedure, referred to in the United Nations Commission on Human Rights resolution 2005/74 and the United Nations Human Rights Council resolution 5/1, which is now given independent corporate personality by this Statute;</p> <p><b>ICC Bureau</b> means the committee of management established under Article 43 of this Statute;</p> <p><b>Days:</b> In this statute, a reference to days means calendar days, not working days.</p> <p><b>NHRI</b> means a National Human Rights Institution;</p> <p><b>NIU</b> means the National Institutions Unit of the Office of the United Nations High Commissioner for Human Rights;</p> <p><b>Observer</b> means an institution or person granted permission to participate in ICC meetings or other open meetings or workshops without voting rights and without the right to speak unless invited to do so by the Chairperson of the meeting or workshop.</p> <p><b>OHCHR</b> means the Office of the United Nations High Commissioner for Human Rights;</p> <p><b>Paris Principles</b> means the Principles Relating to the Status of National Institutions, adopted by the United Nations Commission on Human Rights in resolution 1992/54 of 3 March 1992 and endorsed by the United Nations General Assembly in resolution 48/134 of 20 December 1993;</p> <p><b>Rules of Procedure of the ICC Sub-Committee on Accreditation</b> mean the Rules of Procedure for the ICC Sub-Committee on Accreditation adopted by the members of the International Coordinating Committee constituted under the former Rules of Procedure at its 15<sup>th</sup> session, held on 14 September 2004 at Seoul, Republic of Korea, as amended at the 20<sup>th</sup> session, held on 14 April 2008 at Geneva, Switzerland, and continued in existence under the transitional provisions of this Statute;</p> <p><b>Regional Coordinating Committee</b> means the body established by NHRIs in each of the regional groupings referred to in Section 7 of this Statute to act as their coordinating secretariats, namely:</p> <ul style="list-style-type: none"><li>▪ Asia Pacific Forum of National Human Rights Institutions;</li><li>▪ European Coordinating Committee of National Human Rights Institutions;</li><li>▪ Network of African National Human Rights Institutions; and</li><li>▪ Network of National Human Rights Institutions of the Americas;</li></ul>
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	<p><b>Secretary</b> means the individual elected as Secretary under Article 34 who acts as the Deputy to the Chairperson to carry out the role and functions of the Chairperson in her or his absence, including the functions referred to in Article 49;</p> <p><b>Sub-Committee on Accreditation</b> means the sub-committee established under the former Rules of Procedure and referred to as the Accreditation Subcommittee of the International Coordinating Committee of National Institutions in United Nations Commission on Human Rights resolution 2005/74 as the authority to accredit NHRIs, under the auspices of the OHCHR, and whose mandate is given to it under and in accordance with the Rules of Procedure for the ICC Sub-Committee on Accreditation;</p> <p><b>Voting member</b> means a NHRI which is a member of the ICC and is accredited with an 'A' status; and <b>non-voting member</b> means a NHRI which is a member of the ICC and is accredited with a 'B' status;</p> <p><b>'Writing' or 'Written'</b> includes any hand-written, typed or printed communication, including telex, cable, electronic mail and facsimile transmissions.</p>
<b>Art 1.2</b>	References to the 'ICC' in the Rules of Procedure for the ICC Sub-Committee on Accreditation shall be read as references to the ICC Bureau established under this Statute, and references to the 'ICC Rules of Procedure' shall be read as references to the former Rules of Procedure, and to the corresponding rules in this Statute.
<b>Art 2</b>	<p><b>SECTION 2: NAME, LOGO AND REGISTERED OFFICE</b></p> <p>A non-profit association is hereby created by the National Human Rights Institutions (NHRIs) subscribing to this present Statute, according to Articles 60 and following of the Swiss Civil Code as an international association possessing legal personality independent of its members. The name of the association is the <b>Association International Coordinating Committee of National Institutions for the Promotion and Protection of Human Rights</b>, in this Statute referred to as the <b>ICC</b>. The duration of the ICC is unlimited.</p> <p>The ICC created by this Statute gives independent corporate personality to the loose arrangement of NHRIs hitherto existing under the former Rules of Procedure.</p>
<b>Art 3</b>	<p>The official logo of the ICC, in each of the working languages, is the following image:</p>  <p>INTERNATIONAL COORDINATING COMMITTEE OF NATIONAL INSTITUTIONS FOR THE PROMOTION AND PROTECTION OF HUMAN RIGHTS (ICC)</p> <p>COMITÉ INTERNATIONAL DE COORDINATION DES INSTITUTIONS NATIONALES POUR LA PROMOTION ET LA PROTECTION DES DROITS DE L'HOMME (CIC)</p> <p>COMITÉ INTERNACIONAL DE COORDINACIÓN DE LAS INSTITUCIONES NACIONALES PARA LA PROMOCIÓN Y LA PROTECCIÓN DE LOS DERECHOS HUMANOS (CIC)</p>
<b>Art 4</b>	The registered office of the ICC is 42 avenue Krieg, 1208 Geneva, Switzerland

<p><b>Art 5</b></p>	<p><b>SECTION 3: PURPOSE</b></p> <p><b>Objects</b></p> <p>The ICC is an international association of NHRIs which promotes and strengthens NHRIs to be in accordance with the Paris Principles and provides leadership in the promotion and protection of human rights.</p>
<p><b>Art 6</b></p>	<p>General Meetings of the ICC, meetings of the ICC Bureau and of the Sub-Committee on Accreditation, as well as International Conferences of the ICC shall be held under the auspices of, and in cooperation with, OHCHR.</p>
<p><b>Art 7</b></p>	<p><b>Functions</b></p> <p>The functions of the ICC are:</p> <ol style="list-style-type: none"> <li>1. To coordinate at an international level the activities of NHRIs established in conformity with the Paris Principles, including such activities as: <ul style="list-style-type: none"> <li>▪ Interaction and cooperation with the United Nations, including the OHCHR, the Human Rights Council, its mechanisms, United Nations human rights treaty bodies, as well as with other international organisations;</li> <li>▪ Collaboration and coordination amongst NHRIs and the regional groups and Regional Coordinating Committees;</li> <li>▪ Communication amongst members, and with stakeholders including, where appropriate, the general public;</li> <li>▪ Development of knowledge;</li> <li>▪ Management of knowledge;</li> <li>▪ Development of guidelines, policies, statements;</li> <li>▪ Implementation of initiatives;</li> <li>▪ Organisation of conferences.</li> </ul> </li> <li>2. To promote the establishment and strengthening of NHRIs in conformity with the Paris Principles, including such activities as: <ul style="list-style-type: none"> <li>▪ Accreditation of new members;</li> <li>▪ Periodic renewal of accreditation;</li> <li>▪ Special review of accreditation;</li> <li>▪ Assistance of NHRIs under threat;</li> <li>▪ Encouraging the provision of technical assistance;</li> <li>▪ Fostering and promoting education and training opportunities to develop and reinforce the capacities of NHRIs.</li> </ul> </li> <li>3. To undertake such other functions as are referred to it by its voting members.</li> </ol> <p><b>Principles:</b></p> <p>In fulfilling these functions, the ICC will work in ways that emphasize the following principles:</p> <ul style="list-style-type: none"> <li>▪ Fair, transparent, and credible accreditation processes;</li> <li>▪ Timely information and guidance to NHRIs on engagement with the Human Rights Council, its mechanisms, and United Nations human rights treaty bodies;</li> <li>▪ The dissemination of information and directives concerning the Human Rights Council, its mechanisms, and United Nations human rights treaty bodies to NHRIs;</li> </ul>

	<ul style="list-style-type: none"> <li>▪ Mandated representation of NHRIs;</li> <li>▪ Strong relationships with the OHCHR and the Regional Coordinating Committees that reflect the complementarity of roles;</li> <li>▪ Flexibility, transparency and active participation in all processes;</li> <li>▪ Inclusive decision-making processes based on consensus to the greatest extent possible;</li> <li>▪ The maintenance of its independence and financial autonomy.</li> </ul>
<b>Art 8</b>	<p><b>International Conference</b></p> <p>The ICC shall hold a biennial International Conference in accordance with the Rules of Procedure of International Conferences of National Institutions for the Promotion and Protection of Human Rights adopted by NHRIs at their ICC meeting held in Geneva, Switzerland on 17 April 2002.</p>
<b>Art 9</b>	<p><b>SECTION 4: LIAISON WITH OTHER HUMAN RIGHTS INSTITUTIONS AND NGOs</b></p> <p>The ICC may liaise with other human rights institutions including the International Ombudsman Institute and non-governmental organizations. The ICC Bureau may decide to grant such organizations observer status at any meetings or workshops of the ICC or the ICC Bureau.</p>
	<p><b>SECTION 5: PARIS PRINCIPLES ACCREDITATION</b></p> <p>[<b>Note:</b> Pursuant to Human Rights Council resolution 5/1, VII Rules of Procedure, rule 7(b), participation of NHRIs in the work of the Human Rights Council is based on arrangements and practices agreed upon by the Human Rights Commission including resolution 2005/74 of 20 April 2005. Resolution 2005/74, paragraph 11(a), permitted NHRIs that are accredited by the Sub-Committee on Accreditation to exercise participation rights in the Human Rights Commission and subsidiary bodies of the Commission.]</p>
<b>Art 10</b>	<p><b>Application for Accreditation Process</b></p> <p>Any NHRI seeking accreditation under the Paris Principles shall apply to the Chairperson of the ICC. Through the ICC Secretariat, that NHRI shall supply the following in support of its application:</p> <ul style="list-style-type: none"> <li>▪ a copy of the legislation or other instrument by which it is established and empowered in its official or published format;</li> <li>▪ an outline of its organizational structure including staff complement and annual budget;</li> <li>▪ a copy of its most recent annual report or equivalent document in its official or published format;</li> <li>▪ a detailed statement showing how it complies with the Paris Principles as well as any respects in which it does not so comply and any proposals to ensure compliance. The ICC Bureau may determine the form in which this statement is to be provided.</li> </ul> <p>The application shall be decided pursuant to Articles 11 and 12 of this Statute.</p>
<b>Art 11.1</b>	<p>All applications for accreditation under the Paris Principles, shall be decided under the auspices of, and in cooperation with, OHCHR by the ICC Bureau after considering a report from the Sub-Committee on Accreditation on the basis of written evidence submitted.</p>
<b>Art 11.2</b>	<p>In coming to a decision, the ICC Bureau and the Sub-Committee shall adopt</p>

	processes that facilitate dialogue and exchange of information between it and the applicant NHRI as deemed necessary to come to a fair and just decision.
<b>Art 12</b>	<p>Where the Sub-Committee on Accreditation comes to an accreditation recommendation, it shall forward that recommendation to the ICC Bureau whose decision is final subject to the following process:</p> <ul style="list-style-type: none"> <li>▪ The recommendation of the Sub-Committee shall first be forwarded to the applicant;</li> <li>▪ An applicant can challenge a recommendation by submitting a written challenge to the ICC Chairperson, through the ICC Secretariat, within twenty eight (28) days of receipt.</li> <li>▪ Thereafter the recommendation will be forwarded to the members of the ICC Bureau for decision. If a challenge has been received from the applicant, the challenge together with all relevant material received in connection with both the application and the challenge will also be forwarded to the members of the ICC Bureau;</li> <li>▪ Any member of the ICC Bureau who disagrees with the recommendation shall, within twenty (20) days of its receipt, notify the Chair of the Sub-Committee and the ICC Secretariat. The ICC Secretariat will promptly notify all ICC Bureau members of the objection raised and will provide all necessary information to clarify that objection. If within twenty (20) days of receipt of this information at least four members of the ICC Bureau coming from not less than two regional groups notify the ICC Secretariat that they hold a similar objection, the recommendation shall be referred to the next ICC Bureau meeting for decision;</li> <li>▪ If at least four members coming from two or more regional groups do not raise objection to the recommendation within twenty (20) days of its receipt, the recommendation shall be deemed to be approved by the ICC Bureau;</li> <li>▪ The decision of the ICC Bureau on accreditation is final.</li> </ul>
<b>Art 13</b>	Should the ICC Bureau decide to decline an application for accreditation of any NHRI by reason of its failure to comply with the Paris Principles, the ICC Bureau or its delegate may consult further with that institution concerning measures to address its compliance issues.
<b>Art 14</b>	Any NHRI whose application for accreditation has been declined may reapply for accreditation, according to the guidelines under Article 10, at any time. Such an application may be considered at the next meeting of the Sub Committee on Accreditation.
<b>Art 15</b>	<p><b>Periodic Re-accreditation</b></p> <p>All NHRIs that hold an 'A' status are subject to re-accreditation on a five year cyclical basis. Article 10 applies to NHRIs undergoing re-accreditation. In particular reference to an application for accreditation means both the initial application and the application for re-accreditation.</p>
<b>Art 16.1</b>	<p><b>Review of Accreditation Process</b></p> <p>Where the circumstances of any NHRI change in any way which may affect its compliance with the Paris Principles, that NHRI shall notify the Chairperson of those changes and the Chairperson shall place the matter before the Sub-Committee on Accreditation for review of that NHRI's accreditation status.</p>

<b>Art 16.2</b>	Where, in the opinion of the Chairperson of the ICC or of any member of the Sub-Committee on Accreditation, it appears that the circumstances of any NHRI that has been accredited with an 'A' status under the former Rules of Procedure may have changed in a way which affects its compliance with the Paris Principles, the Chairperson or the Sub-Committee may initiate a review of that NHRI's accreditation status.
<b>Art 16.3</b>	Any review of the accreditation classification of a NHRI must be finalized within eighteen (18) months.
<b>Art 17</b>	On any review the Chairperson and Sub-Committee on Accreditation shall have all the powers and responsibilities as in an application under Article 10.
<b>Art 18</b>	<b>Alteration of Accreditation Classification</b> Any decision that would serve to remove accredited 'A' status from an applicant can only be taken after the applicant is informed of this intention and is given the opportunity to provide in writing, within one (1) year of receipt of such notice, the written evidence deemed necessary to establish its continued conformity to the Paris Principles.
<b>Art 19</b>	An accreditation classification held by a NHRI may be suspended if the NHRI fails to submit its application for re-accreditation or fails to do so within the prescribed time without justification.
<b>Art 20</b>	An accreditation classification may lapse if a NHRI fails to submit an application for re-accreditation within one (1) year of being suspended for failure to reapply, or if a NHRI under review under Article 16 of this Statute fails to provide sufficient documentation, within eighteen (18) months of being placed under review, to satisfy the body determining membership under this Statute that it remains in conformity with the Paris Principles.
<b>Art 21</b>	NHRIs whose accreditation has been suspended remain suspended until the body determining their compliance with the Paris Principles under this Statute comes to a determination of their accreditation status or until their accreditation lapses.
<b>Art 22</b>	NHRIs whose accreditation status has lapsed or been revoked may regain accreditation only by re-applying for accreditation as provided for in Article 10 of this Statute.
<b>Art 23</b>	In the event that accreditation lapses or is revoked or suspended, all rights and privileges conferred on that NHRI through accreditation immediately cease. In the event that a NHRI is under review, it shall retain the accreditation status it has been granted until such time as the body determining membership comes to a decision as to its compliance with the Paris Principles or its membership lapses.
<b>Art 24.1</b>	<b>SECTION 6: MEMBERS</b> <b>Eligibility</b> Only NHRIs which comply fully with the Paris Principles, being those which have been accredited with an 'A' status in accordance with the former Rules of Procedure or pursuant to the procedure established under this Statute shall be eligible to be voting members of the ICC.

<b>Art 24.2</b>	NHRIs that are only partially compliant with the Paris Principles, being those which have been accredited with a 'B' status in accordance with the former Rules of Procedure or pursuant to the procedure established under this Statute shall be eligible to become a non-voting member.
<b>Art 25</b>	Any NHRIs wishing to become a member of the ICC shall apply in writing to the Chairperson of the ICC giving: in the case of an application for voting membership, particulars of the date on which it was accredited with A status; and, in the case of an application for non-voting membership, particulars of the date on which it was accredited with B status. In either case, the applicant must indicate their agreement to be bound by this Statute as amended from time to time (including as to the payment of the applicable annual membership subscription). The application shall be considered and decided by the ICC Bureau.
<b>Art 26</b>	A NHRI shall cease to be a member of the ICC upon written notice by that NHRI of resignation given to the Chairperson of the ICC, but without prejudice to the obligation of the NHRI to discharge outstanding fiscal obligations due to the ICC at the date of resignation.
<b>Art 27</b>	Membership may be revoked by resolution of the ICC Bureau if the body determining accreditation status under this Statute determines that a member no longer meets the membership eligibility requirements in Article 24.
<b>Art 28</b>	Membership may be cancelled by resolution of the ICC Bureau if that member has failed for six (6) months or more to pay an annual subscription that is due and owing.
<b>Art 29.1</b>	A NHRI whose membership has been revoked, or cancelled for non-payment of an annual subscription, may regain membership by reapplying for membership under Article 25 of this Statute.
<b>Art 29.2</b>	Where membership has been cancelled for non-payment of a subscription, re-admission to membership shall be subject to payment of the outstanding subscription or so much thereof as the ICC Bureau shall determine.
<b>Art 30</b>	<b>Independence of Members</b> Notwithstanding anything in this Statute, the independence, authority and national status of members, and their powers, duties and functions under their own legislative mandates, and their participation in the different international fora on human rights shall in no way be affected by the creation of the ICC or its functioning.
<b>Art 31.1</b>	<b>SECTION 7: REGIONAL GROUPING OF MEMBERS</b> For the purpose of ensuring a fair balance of regional representation on the ICC the following regional groups are established: <ul style="list-style-type: none"> <li>▪ Africa</li> <li>▪ The Americas</li> <li>▪ Asia-Pacific</li> <li>▪ Europe</li> </ul>
<b>Art 31.2</b>	The members within any regional group may establish such sub-regional groupings as they wish.
<b>Art 31.3</b>	The members of regional groups may establish their own procedures concerning meetings and activities.

<b>Art 31.4</b>	Each regional group is to appoint four (4) members accredited with an ‘A’ status which shall each have a representative on the ICC Bureau.
<b>Art 32</b>	<b>SECTION 8: GENERAL MEETINGS OF MEMBERS</b> The General Meeting is composed by the ICC members and constitutes the supreme power of the association.
<b>Art 33</b>	The duties of the General Meeting include control of the activities of the ICC, review and control of the activities of the ICC Bureau, ratification of the program of ICC activities, the amendment of this Statute, consideration of funding issues and the fixing of annual membership subscriptions to be paid by members accredited with an ‘A’ status provided however that decisions of the ICC Bureau on accreditation determinations shall not be subject to review or control by a General Meeting.
<b>Art 34</b>	The General Meeting ratifies the appointment of the members of the ICC Bureau and elects the Chairperson and the Secretary. The members of the ICC Bureau must be individuals representing the members of the ICC accredited with an “A” status which have been appointed by their regional groups under article 31.
<b>Art 35</b>	If required under Swiss Law, the General Meeting must elect an auditor who shall not be a member of the ICC.
<b>Art 36</b>	The General Meeting meets at least once a year in conjunction with a meeting of the Human Rights Council upon written notice given by the ICC Bureau to the members at least six (6) weeks in advance and at such other times required according to the law including when a request is demanded by one fifth or more of the members.
<b>Art 37</b>	The agenda of the meeting shall be submitted to the members with the written notice of meeting.
<b>Art 38</b>	<b>SECTION 9: RIGHT TO VOTE AND DECISIONS</b> At General Meetings only members accredited with an ‘A’ status shall be entitled to vote. A member that has been accredited with a ‘B’ status has the right to participate and speak in General Meetings (and all other open meetings and workshops of the ICC). A NHRI that is not accredited with either an ‘A’ or ‘B’ status may, with the consent of the particular meeting or workshop, attend as an observer. The Chairperson, after consultation with ICC members, may invite NHRIs who are not members of the ICC and any other person or institution to participate in the work of the ICC as an observer.
<b>Art 39</b>	At General Meetings only one (1) NHRI per Member State of the United Nations shall be eligible to be a voting member. Where more than one (1) institution in a State qualifies for membership the State shall have one (1) speaking right, one (1) voting right, and if elected, one (1) ICC Bureau member. The choice of an institution to represent the NHRIs of a particular State shall be for the relevant institutions to determine.
<b>Art 40</b>	Decisions of the General Meeting are passed by the majority of members present or duly represented. The General Meeting will only deal with matters that are summarized in the Agenda. If necessary, or on the request of more than half of the members present at a General Meeting, the Chairperson can call an Extraordinary General Meeting.
<b>Art 41</b>	A quorum of at least one half of the total number of members is necessary.

<b>Art 42</b>	English, French, and Spanish shall be the working languages of the ICC. As a result, documents from the ICC should be available in these languages.
<b>Art 43</b>	<p><b>SECTION 10: ICC BUREAU</b></p> <p>The ICC is managed by a committee entitled the ICC Bureau which shall comprise sixteen (16) individuals, including the Chairperson and the Secretary.</p>
<b>Art 44</b>	In the event that a representative of a member of a regional group for any reason is no longer able to represent that member, or if the member ceases to hold an 'A' status accreditation, or the member's appointment under Article 31.4 is withdrawn, the representative shall cease to be a member of the ICC Bureau and the Regional Coordinating Committee shall thereupon appoint another representative who shall act as a casual member of the ICC Bureau until the next General Meeting.
<b>Art 45</b>	The Chairperson and the Secretary shall be elected on a geographically rotational basis by the General Meeting for a non-renewable term of three (3) years. The order of rotation shall be: the Americas, the Asia Pacific region, Africa, and Europe.
<b>Art 46</b>	<p><b>Powers of the ICC Bureau</b></p> <p>The ICC Bureau is empowered to act generally in the name of the ICC and to carry out the purpose and functions of the ICC. Without limiting the generality of the powers of management the ICC Bureau is empowered to:</p> <ul style="list-style-type: none"> <li>▪ decide applications for accreditation after considering a recommendation from the Sub-Committee on Accreditation;</li> <li>▪ decide applications for membership of the ICC;</li> <li>▪ summon General Meetings of the ICC;</li> <li>▪ collaborate and work with the OHCHR and its NIU, and in particular to work with the NIU in connection with the ICC accreditation process, annual meetings of the ICC, meetings of the ICC Bureau and international conferences of NHRIs. In addition, the NIU will facilitate and coordinate the participation of NHRIs in the Human Rights Council, its mechanisms, and the United Nations human rights treaty bodies ;</li> <li>▪ use and accept the services of the NIU as the Secretariat for the ICC, the ICC Bureau and its Sub-Committee on Accreditation;</li> <li>▪ appoint from the members of the ICC Bureau a person to be the treasurer of the ICC;</li> <li>▪ acquire, lease, dispose of or otherwise deal in property of any kind;</li> <li>▪ open bank accounts, appoint signatories thereto and define the authority of the signatories;</li> <li>▪ spend money and do all things it considers desirable to promote the purposes of the ICC;</li> <li>▪ delegate any function to a nominated person, standing committee or subcommittee of persons or members;</li> <li>▪ co-ordinate and arrange conferences, meetings, standing committees and sub-committees, and other activities;</li> <li>▪ engage, dismiss or suspend employees, agents and contractors;</li> <li>▪ enter into contracts ;</li> <li>▪ engage professional assistance for the preparation of annual and other financial statements, to obtain legal advice, and for any other purpose;</li> </ul>

	<ul style="list-style-type: none"> <li>▪ prepare and disseminate information notes, bulletins and papers of any kind to members, and to promote generally information about human rights issues and activities of the Human Rights Council, its mechanisms, the United Nations human rights treaty bodies, and of the ICC in which members could have an interest;</li> <li>▪ receive financial grants and donations, and gifts of any kind;</li> <li>▪ adopt, amend or revoke rules of procedure in relation to the working methods of the ICC Bureau and its sub-committees to regulate or clarify any matter contemplated by this Statute. Every decision to adopt, amend or revoke a rule shall as soon as is practicable be circulated to all members of the ICC and posted on the nhri.net website.</li> </ul>
<b>Art 47</b>	<p><b>Membership Subscription</b></p> <p>The ICC Bureau shall as and when it considers appropriate recommend to a General Meeting that an annual membership subscription be set by the General Meeting. Once set the Bureau will ensure procedures are in place to collect membership subscriptions. The ICC Bureau in its discretion may waive in whole or in part the annual subscription for a member if satisfied that the member is unable to pay the full amount due.</p>
<b>Art 48</b>	<p><b>Meetings of the ICC Bureau</b></p> <p>A meeting of the ICC Bureau shall be held in conjunction with each General Meeting of the ICC and at least two (2) times each year. Otherwise, the ICC Bureau shall meet at such times and places as it or the Chairperson shall decide. Written notice summoning a meeting shall be given at least four (4) weeks in advance unless the ICC Bureau agrees to a shorter period for that meeting. The agenda of the meeting shall be submitted to the members with the written notice of meeting.</p>
<b>Art 49</b>	<p><b>The Chairperson and Secretary</b></p> <p>The Chairperson, or in his or her absence the Secretary, shall direct the work of the General Meeting and the ICC Bureau. Until otherwise decided by a General Meeting, she or he shall represent the ICC in accordance with developed practices and authorities followed by the Chairperson acting under the former Rules of Procedure.</p> <p>In particular, the Chairperson may speak at the Human Rights Council, its mechanisms, United Nations human rights treaty bodies and, when invited, at other international organisations:</p> <ul style="list-style-type: none"> <li>▪ on behalf of the ICC on topics authorised by a General Meeting or the ICC Bureau;</li> <li>▪ on behalf of individual NHRIs when authorised by them;</li> <li>▪ on thematic human rights issues to promote policy decided by a General Meeting, a biennial conference or by the ICC Bureau; and</li> <li>▪ generally to advance the objects of the ICC.</li> </ul>
<b>Art 50.1</b>	<p><b>Conduct of ICC Bureau Business</b></p> <p>English, French, and Spanish shall be the working languages of the ICC Bureau. As a result, documents from the ICC should be available in these languages.</p>
<b>Art 50.2</b>	<p>A majority of the members of the ICC Bureau shall constitute a quorum.</p>
<b>Art 50.3</b>	<p>An agenda for each meeting shall be drawn up by the Chairperson in consultation with the ICC Bureau members. Agenda items may be added at the meeting if approved by a majority of the members present.</p>

<b>Art 50.4</b>	Members of the ICC Bureau may be accompanied at meetings by advisers, including, by representatives from the relevant Regional Coordinating Committee. Such persons attend in the capacity of advisers to their members and observers to the meeting, and may participate in discussions at the call and invitation of the Chair.
<b>Art 50.5</b>	Each member of the ICC Bureau shall have one (1) vote. Where possible, decisions of the ICC Bureau shall be reached by consensus. When consensus is not possible, decisions shall be by a majority of members present and voting. In the event of an equality of votes, the proposal being voted on shall be regarded as being defeated.
<b>Art 50.6</b>	The ICC Bureau may invite NHRIs whether or not members of the ICC and any other person or institution to participate in the work of the ICC or the ICC Bureau as an observer.
<b>Art 50.7</b>	Notwithstanding the forgoing provisions of this Article 50, the ICC Bureau may decide any matter in writing without the need to formally summon a meeting provided that a majority of the members of the ICC Bureau concur with the decision.
<b>Art 50.8</b>	The ICC Bureau, through the Chairperson or in her or his absence through the Secretary, shall present to General Meetings reports on activities carried out by the ICC, the ICC Bureau and its officers since the preceding General Meeting.
<b>Art 51</b>	<b>Further Procedure</b> Should any question concerning the procedure of the ICC Bureau arise which is not provided for by these rules the ICC Bureau may adopt such procedure as it thinks fit.
<b>Art 52</b>	<b>SECTION 11: FINANCIAL ADMINISTRATION</b> <b>Accounting Year</b> The financial year ends on 31 December of each year.
<b>Art 53</b>	<b>SECTION 12: ASSETS OF THE ICC</b> The assets of the ICC comprise and include: <ul style="list-style-type: none"> <li>▪ grants obtained from international and national public and semi-public organizations;</li> <li>▪ donations;</li> <li>▪ subscriptions;</li> <li>▪ funds entrusted to it by other organizations, associations, businesses or institutions; and</li> <li>▪ income and property of any kind received from whatever source.</li> </ul>
<b>Art 54</b>	The assets of the ICC must be applied solely towards promoting the purposes of the ICC as set out in Section 3 in line with the Principles as set out in Article 7.
<b>Art 55</b>	<b>SECTION 13: DISSOLUTION AND LIQUIDATION</b> <b>Dissolution</b> The ICC may be dissolved by resolution of the ICC in a General Meeting. A General Meeting called for this purpose shall be convened specially. At least one half of the members must be present. If this proportion is not present the General Meeting must be reconvened after an interval of at least two (2) weeks. It can then validly deliberate with whatever numbers of members are present. In any case the dissolution can only be approved by a majority of three quarters of the members present.

<b>Art 56</b>	<p><b>Liquidation</b></p> <p>The winding up of the ICC and the liquidation of its assets shall be carried out by one (1) or more liquidators appointed by the General Meeting. The General Meeting must authorize the liquidator or liquidators to distribute the net assets to another association or public organization having similar purposes to the ICC. No part of the net assets available for distribution shall be paid to any member of the ICC.</p>
<b>Art 57</b>	<p><b>SECTION 14: RULES OF PROCEDURE</b></p> <p>The General Meeting may adopt, amend or revoke rules of procedure in relation to the working methods of the ICC, including General Meetings and international conferences, to regulate or clarify any matter contemplated by this Statute.</p>
<b>Art 58</b>	<p><b>SECTION 15: AMENDMENT OF STATUTE</b></p> <p>This Statute may be amended only by a General Meeting of the ICC.</p>
<b>Art 59</b>	<p><b>SECTION 16: TRANSITIONAL PROVISION</b></p> <p>The Sub-Committee on Accreditation and the Rules of Procedure for the ICC Sub-Committee on Accreditation are by this Statute continued in existence, and shall remain in existence until amended or revoked by the ICC Bureau. The Sub-Committee on Accreditation is hereby constituted a sub-committee of the ICC Bureau. The Rules of Procedure for the ICC Sub-Committee on Accreditation are incorporated into this Statute as <b>Annex I</b></p>
<p><b>EXECUTED BY:</b></p> <p>Ms. Jennifer Lynch, Q.C.</p> <p>30 July 2008</p> <p>Amended at a General Meeting held at Nairobi, 21<sup>st</sup> October 2008</p> <p>Amended at a General Meeting held at Geneva, 24<sup>th</sup> March 2009</p>	

## ANNEX 1

### Rules of Procedure for the ICC Sub-Committee on Accreditation\*

#### 1. Mandate

In accordance with the Statute of the Association International Coordination Committee of National Institutions for the Promotion and Protection of Human Rights (ICC) (Article 1.1), the Sub-Committee on Accreditation has the mandate to review and analyse accreditation applications forwarded by the ICC Chairperson and to make recommendations to the ICC on the compliance of applicants with the Paris Principles.

#### 2. Composition of the Sub-Committee

2.1. For the purpose of ensuring a fair balance of regional representation on the Sub-Committee on Accreditation, it shall be composed of one (1) ICC NHRI accredited 'Status A' for each of the four (4) regional groups as established by the ICC Statute (Section 7), namely Africa, Americas, Asia-Pacific, and Europe.

2.2. Members are appointed by regional groups for a term of three (3) years renewable.

2.3. The Chair of the Sub-Committee on Accreditation shall be selected, for a term of one (1) year, renewable a maximum of two (2) times, on a rotational basis from within the Sub-Committee so that each region assumes office in turn; in the event that a member of the Sub-Committee whose turn it is to be named Chair declines the office, the Chair shall pass to the region next in line or to another NHRI in that region.

2.4. The Office of the United Nations High Commissioner for Human Rights (OHCHR) shall be a permanent observer to the Committee and in its capacity as Secretariat of the ICC, support the Sub-Committee's work, serve as a focal point on all communications and maintain records as appropriate on behalf of the ICC Chairperson.

#### 3. Functions

3.1. Each regional group representative to the Sub-Committee on Accreditation shall facilitate the application process for NHRIs in the region.

3.2. The regional grouping representative shall supply NHRIs from their region with all relevant information pertaining to the accreditation process, including a description of the process, requirements and timelines.

3.3. In accordance with the ICC Statute (Section 5), any NHRI seeking membership or seeking re-accreditation shall apply to the ICC Chairperson, supplying all required supporting documents through the ICC Secretariat.

3.4. These applications and support documents shall be provided to the ICC Secretariat at least four (4) months prior to the meeting of the Sub-Committee. Subject to rule 3.5 of these Rules, an Institution undergoing re-accreditation that does not comply with this deadline will be suspended until such time as the required documentation is submitted and reviewed by the Sub-Committee.

3.5. Applications and documents submitted after this deadline will only be examined during the subsequent meeting of the Sub-Committee, unless the situation warrants

otherwise, as determined by the ICC Chairperson. In the event that the delay involves an Institution seeking re-accreditation, a decision to not suspend the Institution can be taken only if written justifications for the delay have been provided and these are, in the view of the ICC Chairperson, compelling and exceptional.

3.6. Any civil society organization wishing to provide relevant information pertaining to any accreditation matter before the Sub-Committee shall provide such information in writing to the ICC Secretariat at least four (4) months prior to the meeting of the Sub-Committee.

3.7. The ICC Chairperson, with support from the ICC Secretariat, will ensure that copies of the applications and supporting documentation are provided to each member of the Sub-Committee on Accreditation.

3.8. The ICC Chairperson, with support from the ICC Secretariat, will also provide a summary of particular issues for consideration by the Sub-Committee.

#### **4. Procedures**

4.1. The Sub-Committee on Accreditation will meet after the General Meeting of the ICC in order to consider any accreditation matter under Section 5 of the Statute.

4.2. The Chairperson of the Sub-Committee on Accreditation may invite any person or institution to participate in the work of the Sub-Committee as an observer.

4.3. Additional meetings of the Sub-Committee may be convened by the Chair with the agreement of the ICC Chairperson and members of the Sub-Committee on Accreditation.

4.4. When, in the view of the Sub-Committee, the accreditation of a particular applicant Institution cannot be determined fairly or reasonably without further examination of an issue for which no policy has been articulated, it shall refer that matter directly to the ICC Bureau for determination and guidance. An ultimate decision as to accreditation can only be taken once the ICC Bureau provides that decision or guidance.

4.5. The Sub-Committee may, pursuant to Article 11.2 of the ICC Statute, consult with the applicant Institution, as it deems necessary, to come to a recommendation. The Sub-Committee shall, also pursuant to and for the purposes set out in Article 11.2, consult with the applicant Institution when an adverse decision is to be recommended. These consultations may be in the form deemed most appropriate by the Sub-Committee but must be supported by written documentation; in particular the substance of verbal consultations must be recorded and be available for review. Since the ICC Bureau makes the final decision on membership, an Institution undergoing a review retains its membership status during the consultation process.

#### **5. Accreditation Classifications**

In accordance with the Paris Principles and the ICC Statute, the different classifications for accreditation used by the Sub-Committee are:

A: Voting Member - Fully in compliance with each of the Paris Principles;

B: Non-Voting Member - Not fully in compliance with each of the Paris Principles or insufficient information provided to make a determination;

C: No Status – Not in compliance with the Paris Principles.

## **6. Report and Recommendations**

6.1 Pursuant to Article 12 of the ICC Statute, where the Sub-Committee on Accreditation comes to an accreditation recommendation, it shall forward that recommendation to the ICC Bureau whose final decision is subject to the following process:

- (i) The recommendation of the Sub-Committee shall first be forwarded to the applicant;
- (ii) An applicant can challenge a recommendation by submitting a written challenge to the ICC Chairperson, through the ICC Secretariat, within twenty eight (28) days of receipt;
- (iii) Thereafter the recommendation will be forwarded to the members of the ICC Bureau for decision. If a challenge has been received from the applicant, the challenge together with all relevant material received in connection with both the application and the challenge will also be forwarded to the members of the ICC Bureau;
- (iv) Any member of the ICC Bureau who disagrees with the recommendation shall, within twenty (20) days of its receipt, notify the Chair of the Sub-Committee and the ICC Secretariat. The ICC Secretariat will promptly notify all ICC Bureau members of the objection raised and will provide all necessary information to clarify that objection. If within twenty (20) days of receipt of this information at least four members of the ICC Bureau coming from not less than two regional groups notify the ICC Secretariat that they hold a similar objection, the recommendation shall be referred to the next ICC Bureau meeting for decision;
- (v) If at least four members of the ICC Bureau coming from not less than two regional groups do not raise objection to the recommendation within twenty (20) days of its receipt, the recommendation shall be deemed to be approved by the ICC Bureau;
- (vi) The decision of the ICC Bureau on accreditation is final.

6.2 General Observations are to be developed by the Sub-Committee and approved by the ICC Bureau.

6.3 The General Observations, as interpretive tools of the Paris Principles, may be used to:

- (a) Instruct Institutions when they are developing their own processes and mechanisms, to ensure Paris Principles compliance;
- (b) Persuade domestic governments to address or remedy issues relating to an Institution's compliance with the standards articulated in the General Observations;

- (c) Guide the Sub-Committee on Accreditation in its determination of new accreditation applications, reaccreditation applications or special reviews:
- (i) If an Institution falls substantially short of the standards articulated in the General Observations, it would be open for the Sub-Committee to find that it was not Paris Principle compliant.
  - (ii) If the Sub-Committee has noted concern about an Institution's compliance with any of the General Observations, it may consider what steps, if any, have been taken by an Institution to address those concerns in future applications. If the Sub-Committee is not provided with proof of efforts to address the General Observations previously made, or offered a reasonable explanation why no efforts had been made, it would be open to the Sub-Committee to interpret such lack of progress as non-compliance with the Paris Principles.

*\* Adopted by the members of the International Coordinating Committee at its 15<sup>th</sup> session, held on 14 September 2004, Seoul, Republic of Korea. Amended by the members of the ICC at its 20<sup>th</sup> session, held on 15 April 2008, Geneva, Switzerland.*