

ERPA Rules

NAME - OFFICE

Article 1

ERPA is established as a European association in order to represent the recovered paper sector in Europe.

It is created as part of the BIR to look after the European members' interests only. ERPA activities will be administratively run by the BIR secretariat under the responsibility of ERPA President and Secretary.

OBJECTIVES

Article 2

The general objectives of the association are:

1. To study and examine all the commercial, legal, environmental and technical problems concerning the European trading, processing, recycling and transport of recovered paper by the national member associations and their affiliated firms.
2. To gather, exchange and disseminate all information relevant to these objectives to its members.
3. To ensure a permanent link between the members.
4. To recommend all proper measures to ensure the proper representation of the members' interests at EU authorities, other industry sectors and medias

MEMBERS

Article 3

The association consists of the national member associations - and, in case there are no associations - of a selected group of commercial firms of the European (not limited to EU) recovered paper trade and industry.

Each country will preferably be represented by one national association, but in case of existence of more than one association in one country, additional membership will be possible.

Article 4

Application for membership will be subject to the approval of the Board and subsequent ratification by the General Assembly.

The annual subscription of each member is fixed by the Board at the end of each year for the next 12 months and will have to be approved by the General Assembly at its annual meeting. It can only be changed by the General Assembly.

Article 5

Any members of the association may resign by registered letter addressed to the secretariat of the association giving one year's notice and after having fulfilled the commitments of the association.

GENERAL ASSEMBLY

Article 6

The General Assembly which is constituted by the official delegates of the member associations or commercial firms, in case there is no national association in one country (a maximum of four delegates per country), has full power to achieve the aims and objectives of the association.

The following items come within the jurisdiction of the General Assembly:

1. Election of the Board of Directors (a President, a Vice-President and three members)
2. Yearly account and budget of the federation
3. Annual membership dues
4. Approval of the annual management of the association
5. Approval of admission of new members and expulsions of members
6. Priority actions programme of the association
7. Approval and modification of the statutes
8. Other items put on the agenda

Article 7

The ordinary General Assembly must be held at least once a year at the beginning of the year and no later than 1st April. When suitable, ERPA meetings will be convened at the same time as the BIR conventions where these are held in Europe.

Extraordinary meetings may however be called at any time. General Assemblies are called by the President. If the President is prevented from acting he will be represented by the Vice-President. In the absence of the President and Vice-President, the Assembly may be convened by two members of the Board representing different countries.

The notice convening a General Assembly must be dispatched at least four weeks prior to the date of the meeting including the agenda for the meeting.

The General Assembly elects by ballot the President, the Vice-President and the Board members (each representing different countries and companies).

The President (or in his absence the Vice-President) will chair the meetings of the General Assembly.

Article 8

The decisions of the General Assembly will be taken by the majority of the delegates present or represented, each country having one vote. Votes by any way of communication will be accepted. They will be reported to all the member associations and their official delegates in due time.

BOARD OF DIRECTORS

Article 9

The association is administered by a Board of Directors consisting of a President, a Vice-President and three Board Members representing different countries and companies to be elected among the official delegates representing the national associations and company members.

The Board members are elected by the General Assembly for a term of three years, which is renewable once consecutively.

Article 10

The Board is chaired by the President and if he is prevented from attending, by the Vice President.

Article 11

The Board normally meets three times a year and once at the time of the General Assembly. It takes its decisions on a majority vote of the Board members being present. If there is no clear decision from the Board, the President's vote will be decisive.

Article 12

The decisions of the Board are recorded in the minutes, and are communicated and distributed to the Board members by the secretary of the association.

Article 13

The Board is responsible for the management of the association in compliance with the decisions of the General Assembly.

Either at his request or the request of the majority of the Board Members, the President can be relieved of his position.

The secretary is appointed by the Board members. He is responsible for the execution of the Board's decisions and the management of the administrative business. He participates in the work of the Board but without voting rights.

Article 14

The legal functions of the association, except those requiring special powers from the General Assembly or the Board, are executed by the President or, if he is prevented, by the Vice-President.

TECHNICAL COMMITTEES MEETINGS

Article 15

Technical Committees are set-up to study and discuss special projects. As far as possible each country will be represented within each committee.

The committees will meet outside plenary meetings and will report to the Board for further examination and decision.

BUDGET AND ACCOUNTS

Article 16

The financial year starts on January 1st and ends on December 31st. The Board is required to submit annually the accounts for the past year, and the draft budget for the current year will be prepared in November for approval by the Board and further ratification by the General Assembly.

The payment of the subscription is to be made by March 31st of each year at the latest.

AMENDMENT OF THE RULES AND DISSOLUTION

Article 17

All proposals to amend the rules or to dissolve the association must emanate from the majority of the Board or from a two-third majority of the members of the association.

The Board must advise the members of the association at least three months in advance of the date of the General Assembly which will deliberate on the said proposal, except in cases of urgency which should be accepted by an extraordinary General meeting as per Article 7 procedure.

The General Assembly can only make a decision on such a proposal if it is carried by two third of the members present or represented.

The General Assembly will decide the method of dissolution and liquidation of the association.

GENERAL DISPOSITIONS

Article 18

All matters not covered by the current rules remain within the competence of the General Assembly.