

INTERNATIONAL COMMITTEE FOR ARCHITECTURAL PHOTOGRAMMETRY (CIPA)

STATUTES

(Version March 1992)

I. Name and Mission

The International Committee for Architectural Photogrammetry (CIPA) is a joint committee set up by the International Council on Monuments and Sites (ICOMOS) and the International Society for Photogrammetry and Remote Sensing (ISPRS). It ensures the liaison between the ICOMOS and the ISPRS. Its main purpose is to promote the development of applications of photogrammetry and related disciplines and techniques to the recording and study of monuments and sites, as well as international co-operation in that domain.

It exercises its activities in accordance with the ICOMOS and ISPRS Statutes and with the objectives assigned by the ICOMOS Executive Committee and the ISPRS Council.

II Structural Relations with ICOMOS and ISPRS

In addition to direct relations with the Presidents and the executive authorities of the two international organizations on which it depends, CIPA:

1. is one of the ICOMOS Specialized International Committees; as such, the CIPA President is an ex-officio member of the ICOMOS Consultative Committee;
2. is structurally attached to the ISPRS and relates specifically to its Technical Commission V; consequently, the President of that Commission or his/her representative is an ex-officio member of CIPA (See IV.1).

III Objectives and Activities

In order to accomplish its mission, CIPA will:

- a. establish links on the one hand between architects, historians, archaeologists, conservationists, inventory experts and on the other hand, specialists in photogrammetry and remote sensing, spatial information systems, computer aided architectural design (CAAD), computer graphics and other related fields,
- b. organize and encourage the dissemination and exchange of ideas, knowledge, experience and the results of research and development,
- c. establish contacts with and between the relevant institutions and companies which specialize in the execution of photogrammetric surveys or in the manufacture of appropriate systems and instruments,
- d. initiate and organize conferences, symposia, specialized colloquia, workshops, tutorials, practical sessions and specialized courses,
- e. initiate and coordinate applied research and development activities for example by creating Working Groups devoted to particular aspects of techniques and applications,
- f. undertake the role of scientific and technical expert for specific projects,
- g. organize a network of National Delegates and Corresponding Members,
- h. submit an annual report on its activities to the ICOMOS Bureau (Secretary General) and the ISPRS Council (Secretary General).

IV Membership

The CIPA member categories are:

- Committee Members (the "Committee")
 - National Delegates
 - Corresponding Members
 - Honorary Members
 - Sustaining Members
1. The **Committee Members** are twelve in number:
 - a. Two **Ex-officio Members**: the Director of ICCROM (International Centre for the Study for the Preservation and Restoration of Cultural Property, Rome) and the President of ISPRS Commission V (Close Range Photogrammetry and Machine Vision), or their representatives.
 - b. Ten **Ordinary Members**, experts having a high national and international reputation: five of them represent the ICOMOS and must be members of the ICOMOS National Committees in their countries, the five others represent the ISPRS and must be members of the National Societies for Photogrammetry in their countries.

It is recommended that each CIPA Ordinary Member should belong to both the ICOMOS and ISPRS national organizations in his country.

In order to ensure a wide international distribution of the Committee composition, the ten Ordinary Members should belong to ten different countries and it is recommended that those countries represent all the major regions of the world.

The mandate of an Ordinary Member lasts for four years. That mandate can be renewed for a maximum of two further four-year periods.

Ordinary Members are appointed by the ICOMOS Executive Committee and by the ISPRS Council respectively.

Nominations may be submitted by the CIPA Committee through its President. The renewal of the mandate of a Member has to follow the same procedure.

2. The **National Delegates** represent the CIPA in their countries and ensure liaison between CIPA and the national ICOMOS and ISPRS authorities, as well as information exchange with the Corresponding Members in their countries.

Two National Delegates, one from ICOMOS and one from ISPRS are nominated by their respective national organizations. They will be appointed by the CIPA Committee. This appointment may be terminated at the discretion of the Committee. National Delegates, on occasions, may be invited to participate in a Committee meeting with consultative status.

3. The **Corresponding Members** are persons or institutions engaged in the practice of architectural photogrammetry or interested, for various reasons, in that activity. Their number is unlimited. They are appointed by the Committee.

4. The **Honorary Members** are elected by the Committee, on the proposal of the President or three other Members, in recognition of the services they have rendered to CIPA and of their activities in support of its objectives.

5. The **Sustaining Members** are persons, organizations, institutions, public or private enterprises which show interest in the applications of photogrammetry, remote sensing and other associated disciplines in the domain of monuments and sites and financially support the operations and activities of CIPA.

V Organization and Administration

The operations and management of CIPA are the responsibility of the Committee. The latter is responsible for all the decisions and activities which result from the pursuance of the objectives and activities defined in Article III. In particular, the Committee will:

- a. Study and decide on the orientations and the programs of activities,
- b. Approve the President's Annual Report,
- c. Examine and approve or modify the reports and proposals made by the President concerning the financial management,
- d. Elect the President,
- e. Nominate the Candidate Members of the Committee,
- f. Appoint the National Delegates,
- g. Draw-up and up-date each year the list of Corresponding Members,
- h. Elect the Honorary Members,
- i. Decide on the admission of Sustaining Members,
- j. Set-up Working Groups, define their objectives and approve their reports and recommendations,
- k. Decide on the organization and the place of the different types of meetings organized by CIPA or those to which they give its sponsorship and its co-operation.
- l. Define or modify the practical procedures of its operations.

VI Officers

The Officers of CIPA are the President and the Secretary.

1. The **President** directs the activities of CIPA in accordance with the rules defined in the present statutes. He/she represents the Committee with respect to the ICOMOS and the ISPRS and all other international authorities with which the Committee has relations. He/she must be a member of the ICOMOS National Committee and the Ordinary Member of ISPRS in his/her country, where appropriate.

The **President** is elected by the Committee from amongst its Ordinary Members. The election of the President will be submitted for approval to the ICOMOS and ISPRS President.

The duration of the mandate of the President will be four years. The mandate can be renewed only once.

2. The **Secretary** will be selected by the President from amongst the Ordinary Members, after consulting the latter group. He/she will be responsible for assisting the President in the management of the Committee and its external relations. In particular, he/she will be responsible for the Secretariat during Committee sessions and will draft the minutes.

VII Meetings

Four types of meeting will be organized by CIPA:

1. **Annual Sessions of the Committee.** The twelve Committee members meet once a year in plenary sessions lasting two days. It is recommended that those sessions should take place at the same period as another meeting of one of the three other types, in particular, the symposia.

If an urgent and important need arises, an exceptional plenary session can be held between two annual meetings but, more generally, unexpected problems must be dealt with by correspondence.

The ICOMOS and ISPRS Presidents and the Honorary Members will be invited to attend Committee plenary sessions. They will not participate in the voting.

2. The **International Symposia** will be open to all the experts who wish to attend and they will be widely announced beforehand.

They will be organized within the framework of a general scientific program drawn up by the Committee, by taking into account the proposals that it may receive from institutions which offer to be responsible for the organization and the financing of a symposium.

It is recommended that those symposia should take place at two-year intervals.

Countries and institutions interested in hosting a symposium must submit a proposal which must have the approval of both the ICOMOS National Committee and the national Ordinary Member of ISPRS, where appropriate.

The proposal will contain:

- a. Place, date and fees
- b. Facilities for accommodation
- c. Theme and director
- d. Organizing institutions.

3. The **Specialized Colloquia** will be attended by a limited number of experts for the purpose of discussing a well defined subject for which those experts have a recognized competence and experience. They must result either in elaborate recommendations or in an official CIPA publication expressing the doctrine of the Committee on the subject or constituting an assessment of the current status of the subject discussed.

4. **Workshops, Seminars, Conferences, etc.** can be organized with or without participation of CIPA depending on the requirements presented to it and on the circumstances under which they are being held.

VIII Financing

CIPA activities are financed by:

- a. Possible grants made, from their budgets, by the ICOMOS and the ISPRS,
- b. The contributions made by the Sustaining Members,
- c. Subventions, donations, etc. received from national or international institutions,
- d. Contracts entered into by the ICOMOS or the ISPRS on behalf of the Committee for undertaking specific tasks related to its domain,
- e. Study or expertise contracts received by the ICCROM and entrusted by it to the CIPA

The Committee is responsible for the funds received by the CIPA. In the event of the dissolution of the CIPA, the funds remaining after settlement of all the liabilities will be remitted, in equal portions, to the ICOMOS and to the ISPRS.

IX Languages

The official languages of the CIPA are English, French and German.

X Voting

Each Committee Member present shall have one vote. A vote shall be passed by simple majority of those present and voting. Amendments to the Statutes shall require a two-third majority of all Committee Members. The election of the President shall require a simple majority of all Committee Members. In the case of Members being absent a postal vote will be organized for them. In the event of a tie, the vote of the President shall decide.

XI Amendments to the Statutes

Proposals for amending the Statutes will be submitted to all Committee Members at least six months before the date of the plenary session during which they will be presented with a view of their adoption.

The amendments adopted by the Committee will then be submitted for approval to the ICOMOS Executive Committee and the ISPRS Council. If they are approved, they will come into force immediately.