



# Institute for Global Negotiation

## **Statutes of the Association Institute for Global Negotiation (IGN)**

### **Legal Form, Purpose and Seat**

#### Article 1

A non-profit association as defined by Art. 60 et seq. of the Swiss Civil Code has been established under the name “Institute for Global Negotiation” (IGN). It is politically independent and non-denominational.

#### Article 2

The Association aims to improve the understanding of the nature and processes of global negotiation among students at the tertiary level, academics and practitioners. In particular, the Association promotes the use of negotiation and conflict resolution skills to address global challenges and foster cooperation. The Association is also committed to seeking out exchange and collaboration between individuals and institutions engaged in the theoretical and practical fields of global negotiation. To achieve these aims members of the Association initiate research projects, organise courses and events as well as develop teaching resources related to these topics.

#### Article 3

The seat of the Association is in Zurich.

#### Article 4

The financial resources of the Association include annual membership fees, proceeds from activities organised by the Association, donations, legacies, subsidies and other contributions. These are to be used exclusively for pursuing the purpose of the Association as outlined in Article 2.

The financial year begins on January 1 and ends on December 31.

The Association is liable for its obligations with its assets only; personal liability of the members is excluded.

### **Membership**

#### Article 5

Membership is open to all natural persons and legal entities who support the Association’s purpose outlined in Article 2.

#### Article 6

The Association is comprised of:

- individual members
- group members

Article 7

Applications for membership shall be addressed to the Board, which decides upon admission and informs the General Assembly of Members regarding its decision.

Article 8

Membership ceases upon

- withdrawal  
The membership fee for the current year, however, must be paid.
- exclusion, if there is “just cause”.  
The Board is responsible for deciding on the exclusion of members. The concerned member can lodge an appeal against the decision to the General Assembly of Members. If membership fees are not paid repeatedly for two years, this leads to exclusion from the association.

## **Organisation**

Article 9

The governing bodies of the Association shall consist of:

- the General Assembly of Members
- the Board
- the Auditor

## **General Assembly of Members**

Article 10

The General Assembly of Members is the Association’s supreme governing body and especially has the following rights and powers:

- Approval of the annual report on the activities of the Association and the annual report of the treasurer
- Determination of the annual membership fees;
- Acknowledgement of the budget
- Dismissal of Board members
- Election of the Board members and the Auditors
- Determination of the future direction of the Association’s activities
- Amendment of the statutes
- Decision on the appeal against exclusion
- Dissolution of the Association

Article 11

Members shall be invited to the annual General Assembly at least 20 days in advance. The Board must send out the invitations in writing and include the items on the agenda. Invitations by e-mail are possible.

Motions by members for the agenda of the meeting must be submitted in writing to the Board at least 10 days in advance.

#### Article 12

The General Assembly of Members is presided over by the President or another Board member.

The members pass resolutions with a relative majority of the votes cast. (Abstentions and invalid votes do not count.) In the case of tied votes, the chairperson casts the deciding vote. Upon request of at least five members, the vote will be done by secret ballot. Voting by proxy is possible.

#### Article 13

The Board or one-fifth of the members of the Association may request the calling of an extraordinary General Assembly of Members.

#### Article 14

Annual and extraordinary General Assembly of Members can also be held by electronic means. Articles 10 – 12 apply accordingly.

### **The Board**

#### Article 15

The Board is responsible for the implementation and execution of the resolutions of the General Assembly of Members. It manages the Association and takes all necessary measures to achieve the purpose of the association. The Board decides on all questions, which are not expressly reserved for the General Assembly of Members.

#### Article 16

The Board consists of at least three members and no more than seven members, who are elected for two-year terms. Re-election is possible. Calls for candidates to the Board shall be circulated to members with the draft agenda for the general meeting when a vote is to be held.

The Board meets as often as the business of the Association requires.

#### Art. 17

The duties and powers of the Board especially include the following:

- Administration of the Association's assets
- Preparation and Convocation of the annual General Assembly and extraordinary General Assembly of Members
- Preparation of the annual report, the treasurer's financial report and the budget
- Decision on the admission and exclusion of members
- Issue of regulations
- Depending upon the availability of funds, the publishing of a newsletter for its members and interested third parties

#### Article 18

The Board can give time-limited assignments to members of the Association or to external parties.

#### Article 19

The Board basically works on a voluntary basis, it is entitled to reimbursement of the actual expenses

#### Article 20

The President or two other members collectively are authorised to sign for the Association.

#### Article 21

The Board can appoint an Advisory Council, which provides guidance to the organisation and activities of the Association. The Advisory Council comprises individuals from a variety of academic and professional backgrounds with extensive experience in the research, teaching or practice of negotiation.

### **Auditors**

#### Article 22

The General Assembly of Members elects one Auditor, who is elected for a period of one year. Re-election is possible. The Auditor examines the bookkeeping of the Association and submits a report to the General Assembly of Members.

### **Dissolution of the Association**

#### Article 23

The dissolution of the Association may be decided by resolution of the General Assembly of Members. Dissolution requires a voting majority of two-thirds of the members present.

Upon dissolution, the Association's assets must be transferred to a tax-exempt organisation that pursues the same or a similar purpose. Distribution of the assets among the members is excluded.

### **Entry into Force**

These statutes have been approved by the General Assembly of Members on the 27<sup>th</sup> July 2020 and replace the statutes of 18<sup>th</sup> March 2014. They enter into force immediately. The statutes were partially revised at the General Assembly of Members on the 16<sup>th</sup> February 2021.

On behalf of the Association

The President:

  
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Jack Williams

Keeper of the Minutes:

  
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Maxime Schoch