



ASSOCIATION INTERNATIONALE
POUR LA PROTECTION
DE LA PROPRIETE INTELLECTUELLE

INTERNATIONAL ASSOCIATION
FOR THE PROTECTION
OF INTELLECTUAL PROPERTY

INTERNATIONALE VEREINIGUNG
FÜR DEN SCHUTZ
DES GEISTIGEN EIGENTUMS

Regulations of AIPPI

2018

Regulations of AIPPI

A. MEETINGS

Rule 1 - AIPPI annual meeting

- 1.1 A meeting of the Association shall take place annually. The name of the AIPPI annual meeting shall be the "AIPPI World Congress".
- 1.2 The agenda of meetings of the Executive Committee shall be proposed by the Bureau; the Executive Committee may supplement this agenda.
- 1.3 The National or Regional Group hosting an AIPPI annual meeting shall be referred to as the Host Group.

Rule 2 - Selecting the venue for an AIPPI annual meeting

- 2.1 No less than six years before each AIPPI annual meeting the Venue Selection Committee shall present to the Bureau a proposal with one or more venues for hosting that AIPPI annual meeting.
- 2.2 The Bureau shall evaluate the proposal and together with the Venue Selection Committee shall select, in the best interests of the Association, one or more of the proposed venues and their order of preference.
- 2.3 In the order of preference according to Rule 2.2, the Venue Selection Committee shall contact in turn each of the Group or Groups in the country or countries of the selected venue or venues and ask for agreement to host the relevant AIPPI annual meeting. The first contacted Group agreeing to host the meeting shall host the AIPPI annual meeting in question.
- 2.4 Should none of the Groups contacted in the countries of the selected venues agree to host the AIPPI annual meeting, the Bureau shall be responsible for the selection of a venue and the organization of that meeting.

Rule 3 - Responsibility for the Organization

- 3.1 The Bureau is responsible for the arrangements of the AIPPI annual meeting, including:
 - (a) final selection of event venues, the administration, the registration, the exhibitors and sponsors;
 - (b) budget and accounts of the AIPPI annual meeting;
 - (c) the Professional Development Programme.
- 3.2 The Host Group for an AIPPI annual meeting shall appoint a Congress Coordination Committee composed of or including a board of up to five members, which shall include as an ex-officio member the Secretary General or someone designated by the Bureau, and a Chair.
- 3.3 The Congress Coordination Committee shall promote local attendance at the AIPPI annual meeting and identify local sponsors and exhibitors.
- 3.4 The board of the Congress Coordination Committee acts as an advisory capacity for issues where local support or advice is requested by the Bureau, or would otherwise be helpful. In particular, the board of the Congress Coordination Committee may propose topics and speakers to the Bureau for the Professional Development Programme, and venues for the social events and accompanying person programme.
- 3.5 The Bureau may establish a specific legal entity for organizing the AIPPI annual meeting in a given country.

Rule 4 – Professional Support for the Organization of meetings

- 4.1 The Bureau may rely on professional support for the organization of an AIPPI annual meeting.

- 4.2 Any part of the work of the General Secretariat reasonably attributable to an AIPPI annual meeting will be charged to the Budget of that AIPPI annual meeting.

Rule 5 - Schedule of AIPPI annual meetings

- 5.1 An AIPPI annual meeting shall typically comprise an Executive Committee meeting, a meeting of the Council of Presidents, Study Committee meetings, plenary sessions, panel sessions and a Bureau meeting. An AIPPI annual meeting may also comprise a General Assembly. The Bureau shall establish a typical schedule.

Rule 6 - Finances

- 6.1 All AIPPI annual meetings shall have separate budgets and accounts.
- 6.2 The Host Group shall receive 10% of the final profit of the AIPPI annual meeting.
- 6.3 The Host Group shall in addition receive a commission of 15% of the sponsorship revenue from sponsors provided by it.
- 6.4 Losses if any from an AIPPI annual meeting shall be the sole responsibility of the Association.

Rule 7 - Invitations to attend AIPPI annual meetings

- 7.1 The Bureau may invite guests or observers without the right to vote.

Rule 8 – National and Regional meetings

- 8.1 The Secretary General and the General Secretariat shall encourage and support the National and Regional Groups in organizing National and Regional meetings.

B. AWARDS

Rule 9 - AIPPI awards

- 9.1 Persons who have made particularly noteworthy contributions to the Association or to its objectives may be recognised by their appointment as Presidents of Honour or Members of Honour, or by the grant to them of an AIPPI Award of Merit. They shall be elected by the Executive Committee upon the joint proposal of the Bureau and the Nominating Committee, after prior consultation with the relevant National or Regional Group. National and Regional Groups may submit proposals to the Bureau at any time. The award shall be presented at an AIPPI annual meeting, and the names of Presidents of Honour, Members of Honour and holders of an AIPPI Award of Merit published in the Yearbook and the names shall be listed separately in the AIPPI Membership list.
- 9.2 Presidents of Honour are Members of Honour who are exceptionally distinguished in the field of intellectual property and have given exceptional service to the Association.
- 9.3 Members of Honour are persons who have displayed outstanding merit in promoting the objects of the Association.
- 9.4 The AIPPI Award of Merit may be granted to members of AIPPI who have distinguished themselves in an outstanding way:
- (a) in connection with the international activities of AIPPI, and in particular as Officers of AIPPI Committees or as Representatives of AIPPI;
 - (b) in a long term leadership function in a National or Regional Group of AIPPI as organizers of international events;
 - (c) other unique contributions to the fulfillment of the aims of the Association.

Exceptionally, non-members may be honoured by an Award of Merit for bringing extraordinary benefit to the Association.

C. ANNUAL WORK PROGRAMME

Rule 10 - Annual work programme of AIPPI

- 10.1 In furthering the objects of AIPPI, the annual work programme of AIPPI shall include:
- (a) a number of Study Questions as determined each year by the Bureau;
 - (b) the work of Standing Committees;
 - (c) the Educational Programme.
- 10.2 Study Questions are set to study issues of topical concern to intellectual property (*IP*), each Study Question leading to the formulation of a position by AIPPI in the form of a Resolution.
- 10.3 The annual work programme of AIPPI may also include ad hoc projects determined from time to time by the Bureau.
- 10.4 To facilitate the annual work programme of AIPPI, the Bureau may publish protocols governing aspects of AIPPI's work (*AIPPI Protocol*). AIPPI Protocols may be amended from time to time. Any amendments will not take effect until published.

C1. RESOLUTIONS

Rule 11 – Resolutions of AIPPI

- 11.1 A Resolution of AIPPI is a position of AIPPI as approved by a vote in favour of its adoption passed by a simple majority of the Executive Committee.
- 11.2 A Resolution derived from a Study Question may only be proposed to the Executive Committee if the procedures set out in Rules 13 and 14 are followed.
- 11.3 A Resolution proposed by a Standing Committee may only be proposed to the Executive Committee if the procedures set out in Rule 16 are followed.
- 11.4 The English version of the Resolution shall be the governing version.
- 11.5 Resolutions shall be drafted as a series of individually numbered paragraphs. Any background and/or explanatory text shall be identified as such.

C2. STUDY QUESTIONS

Rule 12 – Preparatory Work

- 12.1 Study Questions shall be proposed and approved as follows:
- (a) the Reporter General shall invite proposals from the National and Regional Groups, Independent Members, Standing Committees and any other members of AIPPI as considered appropriate;
 - (b) the Reporter General shall submit all proposals to the Programme Committee;
 - (c) the Programme Committee shall consider all proposals and recommend to the Reporter General a shortlist of proposed Study Questions together with a statement as to the significance of, and why AIPPI needs to take a position in relation to each shortlisted question;
 - (d) the Reporter General shall, in consultation with the Programme Committee, select Study Questions for recommendation to the Bureau;

- (e) the Bureau shall consider, propose any amendments to and approve the Study Questions to be put to the Executive Committee for voting, based on the recommendations of the Reporter General;
 - (f) the Programme Committee shall, in consultation with the Reporter General, prepare an explanatory note in relation to each Study Question approved by the Bureau;
 - (g) The Bureau shall propose those Study Questions together with their respective explanatory notes to the Executive Committee for voting by the Executive Committee.
- 12.2 Study Questions shall be proposed to the Executive Committee in English for voting by the Executive Committee.
- 12.3 A Study Question approved by the vote of the Executive Committee shall become part of the annual work programme for the following calendar year.
- 12.4 At the AIPPI annual meeting immediately following the vote by the Executive Committee, the Reporter General shall invite all participants to discuss the scope and content of those Study Questions. Members of the Programme Committee shall attend that annual meeting.
- 12.5 The Reporter General shall, in cooperation with the Programme Committee, prepare Guidelines in English for each Study Question.
- 12.6 National and Regional Groups and Independent Members shall prepare reports on the Study Questions (**Report**), and submit such reports in English to the General Secretariat in accordance with the process and timing determined by the Reporter General.
- 12.7 The Reporter General shall prepare a summary of the Reports for each Study Question in English (**Summary Report**), which shall synthesize Reports for that Study Question and note points for discussion by a committee appointed by the Reporter General to be responsible for that Study Question (**Study Committee**).
- 12.8 Upon the request of the Reporter General, the National and Regional Groups and Independent Members shall nominate a Study Committee representative for each Study Question and may, prior to the AIPPI annual meeting, appoint a substitute Study Committee member to replace any Study Committee member already nominated, but prevented from participating in the AIPPI annual meeting. The name of any substitute Study Committee member shall be communicated to the Reporter General.
- 12.9 The Reporter General shall appoint a Chairperson, not more than two co-Chairpersons and a Secretary for each Study Question from amongst the Study Committee members for that question (**Study Committee Leadership**). The Study Committee Leadership shall have expertise in, or at least a good knowledge of, the subject of that Study Question.

Rule 13 – Preparation of Resolutions

- 13.1 The Study Committee Leadership shall study the Reports and the Summary Report for their Study Question and, in cooperation with the Reporter General, prepare a draft Resolution in relation to their Study Question (**First Draft SQ Resolution**).
- 13.2 The Chairperson for a Study Question shall circulate the First Draft SQ Resolution in English to their Study Committee by no later than 2 weeks prior to the AIPPI annual meeting at which a Resolution in relation to that Study Question will be presented for adoption by the Executive Committee, inviting responses within a specified period. After receiving responses, and after such further correspondence and/or discussion as may be desirable, the Study Committee Leadership shall, in consultation with the Reporter General, finalise the form of the First Draft SQ Resolution in English for consideration by an in-person meeting of the Study Committee at the AIPPI annual meeting (**Study Committee Meeting**).
- 13.3 The purpose of the Study Committee Meeting is to refine the First Draft SQ Resolution for debate at a plenary session at the AIPPI annual meeting (**Second Draft SQ Resolution**).
- 13.4 The Study Committee Leadership shall, and the Study Committee members shall as far as possible, attend the relevant Study Committee Meeting. Other members of the National and Regional Groups and Independent Members may attend Study Committee Meetings as observers

and may, on the invitation of the Study Committee Leadership, participate in discussion at such meetings.

- 13.5 The Chairperson of the Study Question shall chair the Study Committee meeting.
- 13.6 The Reporter General or their designate may attend the Study Committee Meeting and may speak at the Study Committee Meeting.
- 13.7 The Study Committee Leadership shall ensure that the Study Committee Members present at the Study Committee Meeting for their Study Question have an opportunity to express their opinions.
- 13.8 Only Study Committee members may vote at the Study Committee Meeting for their Study Question on any matters determined by the Study Committee Leadership to require a vote.
- 13.9 The Study Committee Leadership may vote at the Study Committee Meeting for their Study Question in their respective capacities as Study Committee members. A member of the Study Committee Leadership may nominate another member of their National or Regional Group or group of Independent Members to be the Study Committee member for their group, in which case that member of the Study Committee Leadership may not vote at the Study Committee Meeting.
- 13.10 The Study Committee Leadership shall prepare, in consultation with the Reporter General, a Second Draft SQ Resolution that is, as far as possible, approved by the Study Committee members present at the Study Committee Meeting. Where substantial agreement cannot be reached, the Study Committee Leadership shall include in the text of the Second Draft SQ Resolution any substantive alternative proposals discussed at the Study Committee Meeting.
- 13.11 The Study Committee Leadership shall ensure that accurate translations of the Second Draft SQ Resolution are prepared in French, German and Spanish and such other languages as the Bureau decides to add as admitted languages, and in good time to be available at the plenary session at which the Second Draft SQ Resolution will be debated (***SQ Plenary Session***).
- 13.12 Subject to the foregoing, the Study Committee members (including the Study Committee Leadership) shall conduct themselves in accordance with any applicable AIPPI Protocol.

Rule 14 – Plenary Session and adoption of Resolutions

- 14.1 A SQ Plenary Session shall be held at the AIPPI annual meeting for each Study Question on the annual work programme, and is open to any person attending the AIPPI annual meeting.
- 14.2 The Reporter General shall appoint a Chairperson for each SQ Plenary Session (***Plenary Chairperson***).
- 14.3 At a SQ Plenary Session:
 - (a) the Reporter General or a designate of the Reporter General shall present the main points of the Study Question under debate and the relevant Summary Report; and
 - (b) the Chairperson of the Study Committee shall present the Second Draft SQ Resolution, including identifying any controversial aspects and outlining opposing views.
- 14.4 National and Regional Groups and Independent Members shall, where possible, nominate one person (preferably their Study Committee member for that Study Question) to represent the views of their group at the SQ Plenary Session.
- 14.5 The Plenary Chairperson shall introduce each substantive paragraph of the Second Draft SQ Resolution and invite the Study Committee Leadership to speak to that paragraph.
- 14.6 The Plenary Chairperson shall then invite speakers from the floor. Intending speakers shall state:
 - (a) their name;
 - (b) their National or Regional Group or the country of which they are an Independent Member;

- (c) whether they speak on behalf of their National or Regional Group or group of Independent Members, or in a personal or other capacity; and
 - (d) whether they propose any, and if so what, amendments to the Second Draft Resolution.
- 14.7 The Plenary Chairperson shall normally call upon speakers in the order in which they have indicated a desire to speak, but may adopt any other order.
- 14.8 The Plenary Chairperson may limit any second interventions on any given point under debate and may limit the number of speakers if in the Plenary Chairperson's discretion a vote should be taken on the point under debate.
- 14.9 Unless the Plenary Chairperson permits otherwise (if necessary after adjourning a decision on any amendment), all the proposed amendments shall be submitted to the Plenary Chairperson in writing in English before a vote is taken.
- 14.10 Any amendments proposed shall be relevant to the text under debate and be:
 - (a) to leave out words;
 - (b) to leave out words and insert other words; or
 - (c) to insert words,but any such omission or insertion shall not have the effect of negating the motion.
- 14.11 Where several amendments are proposed to the same text under debate, the Plenary Chairperson shall decide upon the order in which amendments are to be voted, having regard to the following principles.
 - (a) Where a second amendment amends a first amendment, the second amendment shall be voted upon first. The first amendment shall then be put to a vote, either with or without amendment by the second amendment, depending on the result of the first vote.
 - (b) Amendments shall normally be taken in the order in which they appear in the text under debate. They need not be taken in the order in which they are proposed.
 - (c) Each paragraph shall, when all proposed amendments to it have been voted on, be voted as a whole.
 - (d) Each Second Draft SQ Resolution shall, when voting on each paragraph has been completed, be voted on as a whole.
- 14.12 Otherwise, the rules of debate in Rules 22.3 and 22.4 shall apply.
- 14.13 The Study Committee Leadership shall, in consultation with the Reporter General, make any edits to the text of the Second Draft SQ Resolution so that it is in the form approved in the SQ Plenary Session (***Plenary Approved SQ Resolution***).
- 14.14 The Study Committee Leadership shall ensure that accurate translations of the Plenary Approved SQ Resolution are prepared in French, German and Spanish and such other languages as the Bureau decides to add as admitted languages, and in good time to be available at the Executive Committee meeting at which the Plenary Approved SQ Resolution will be presented for adoption by the Executive Committee. The English version of the Plenary Approved SQ Resolution shall be the governing version.
- 14.15 A Plenary Approved SQ Resolution shall be proposed to the Executive Committee for voting.
- 14.16 Subject to the foregoing, the meetings at which a Second Draft SQ Resolution or a Plenary Approved SQ Resolution are debated and approved or adopted (as the case may be) shall be conducted in accordance with any applicable AIPPI Protocol.
- 14.17 Once a Plenary Approved SQ Resolution has been adopted as a Resolution of AIPPI, the Study Committee Leadership shall ensure that accurate translations of the adopted Resolution of AIPPI

are prepared in French, German and Spanish and such other languages as the Bureau decides to add as admitted languages. The English version of the Resolution of AIPPI shall be the governing version.

- 14.18 Once a Plenary Approved SQ Resolution has been adopted as a Resolution of AIPPI, the Study Committee dedicated to the relevant Study Question shall be dissolved by the Bureau.

C3. STANDING COMMITTEES

Rule 15 – General

- 15.1 Standing Committees may have Terms of Reference relating to a particular area of IP law (eg patents, trademarks, copyright, designs), particular topics relevant to IP (eg green technology, commercialisation of IP) or emerging areas and new developments relevant to IP (eg free trade agreements, the unified European patent system).
- 15.2 AIPPI shall publish an AIPPI Protocol governing, amongst other things, the membership, role and responsibilities of Standing Committees (***Standing Committee Protocol***).
- 15.3 Standing Committees shall monitor, comment and advise AIPPI on matters relevant to their Terms of Reference and conduct themselves in accordance with the Standing Committee Protocol.
- 15.4 Any Standing Committee shall be ongoing until its terms of reference are exhausted or until the Bureau decides to dissolve it.
- 15.5 The Bureau shall appoint a leadership team for each Standing Committee.

Rule 16 – Resolutions proposed by Standing Committees

- 16.1 Standing Committees may propose Resolutions for adoption by the Executive Committee (***SC Proposed Resolution***).
- 16.2 Any SC Proposed Resolution shall be presented for adoption by the Executive Committee at an AIPPI annual meeting. Prior to such AIPPI annual meeting, the Chairperson of the Standing Committee shall, in consultation with the Reporter General:
- (a) prepare any report in English relating to the SC Proposed Resolution and, in the event that the SC Proposed Resolution is prepared on the basis of any questionnaire sent to the National and Regional Groups and Independent Members, prepare a summary report which synthesises the responses to the questionnaire and notes points for discussion;
 - (b) circulate the report referred to in paragraph (a) above to the National and Regional Groups and Independent Members by no later than the time mentioned in paragraph (d) below;
 - (c) appoint a drafting group to prepare a first draft of the SC Proposed Resolution (***First Draft SC Resolution***);
 - (d) circulate the First Draft SC Resolution to the National and Regional Groups and Independent Members by no later than two weeks prior to the AIPPI annual meeting at which the First Draft SC Resolution will be presented for adoption by AIPPI;
 - (e) invite the National and Regional Groups and Independent Members to comment on the First Draft SC Resolution in writing within a specified period prior to the commencement of the AIPPI annual meeting; and
 - (f) after receiving responses, and after such further correspondence or discussion as may be desirable, finalise the form of the First Draft SC Resolution for consideration at a plenary session at the next AIPPI annual meeting.
- 16.3 The First Draft SC Resolution shall be debated at a plenary session at the AIPPI annual meeting, chaired by the Chairperson of the Standing Committee or their designate, and open to any person attending the AIPPI annual meeting.

- 16.4 The National and Regional Groups and Independent Members shall, where possible, nominate one person from their group to represent the views of their group at the plenary session.
- 16.5 The rules of debate set out in Rules 14.5 to 14.12 shall apply, with any reference to 'Plenary Chairperson' read as the Chairperson of the relevant Standing Committee.
- 16.6 The drafting group shall, in consultation with the Reporter General, make any edits to the First Draft SC Resolution so that it is, as far as possible, in the form approved in the plenary session (**Plenary Approved SC Resolution**). When substantial agreement cannot be reached, the drafting group shall include in the text of the Plenary Approved SC Resolution any substantive alternative proposals discussed at the plenary session.
- 16.7 The Chairperson of the Standing Committee shall ensure that accurate translations of the Plenary Approved SC Resolution are prepared in French, German and Spanish and such other languages as the Bureau decides to add as admitted languages, and in good time to be available at the Executive Committee at which the Plenary Approved SC Resolution will be presented for adoption by the Executive Committee. The English version of the Plenary Approved SC Resolution shall be the governing version.
- 16.8 A Plenary Approved SC Resolution shall be proposed to the Executive Committee for voting.
- 16.9 The Reporter General or their designate shall chair that part of the Executive Committee meeting, and the Chairperson of the Standing Committee or the Reporter General (or their designate) shall present the main points of the draft Resolution.
- 16.10 Subject to the foregoing, the meetings at which a First Draft SC Resolution or a Plenary Approved SQ Resolution are debated and approved or adopted (as the case may be) shall be conducted in accordance with any applicable AIPPI Protocol.
- 16.11 Once a Plenary Approved SQ Resolution has been adopted as a Resolution of AIPPI, the Chairperson of the Standing Committee shall ensure that accurate translations of the adopted Resolution of AIPPI are prepared in French, German and Spanish and such other languages as the Bureau decides to add as admitted languages. The English version of the Resolution of AIPPI shall be the governing version.

C4. EDUCATIONAL PROGRAMME

Rule 17 – Professional Development Programme

- 17.1 The Professional Development Programme consists primarily of panel sessions, lectures and any other discussion or informational sessions relating to substantive IP issues held at AIPPI annual meetings.
- 17.2 A panel session shall become part of the Professional Development Programme as follows:
- (a) the Reporter General shall invite proposals from the National and Regional Groups, Independent Members, Standing Committee and any other members of AIPPI as considered appropriate;
 - (b) the Reporter General shall submit all proposals to the Programme Committee;
 - (c) the Programme Committee shall consider all proposals and recommend to the Reporter General a shortlist of panel sessions;
 - (d) the Reporter General shall, in consultation with the Programme Committee, select panel sessions for recommendation to the Bureau;
 - (e) the Bureau shall consider any proposed amendments to and approve the panel sessions based on the recommendations of the Reporter General;
 - (f) the Programme Committee shall, in consultation with the Reporter General, prepare a panel session description in relation to each panel session approved by the Bureau for publication by AIPPI.

- 17.3 The panel sessions approved by the Bureau shall be held at the next AIPPI annual meeting after such approval.
- 17.4 The Reporter General shall appoint a moderator and one or more additional speakers for each panel session, consulting with the Programme Committee and any relevant Standing Committee, and the moderator (in relation to other speakers), as considered desirable.

D. STATUTORY COMMITTEES

Rule 18 – Statutory Committees

PROGRAMME COMMITTEE

- 18.1 The Programme Committee shall be made up of the Chairperson and four to eleven members and, as ex-officio members, the Reporter General or one of the Deputy Reporters General. The Committee shall select a Vice-Chairperson and may select a Secretary from among its members. The term of office of the Chairperson and each of the members shall normally be from the day after the AIPPI annual meeting at which they are elected until the last day of the AIPPI annual meeting at which elections take place, held in the second year after their election. Each member shall be eligible for re-election, but shall not hold office within the Committee for more than three consecutive full terms with the exception of the Chairperson who may be elected for no more than three consecutive full terms as Chairperson in addition to any term served as a member.
- 18.2 The composition of the Programme Committee shall give preference to experience in the activities of AIPPI and to professional, geographic, gender and age diversity.
- 18.3 The Programme Committee shall be the research organ of the Association and shall:
- (a) actively keep itself informed of current and likely future topical matters relating to IP;
 - (b) actively keep itself informed of existing and emerging activities relating to harmonisation of IP laws around the world;
 - (c) cooperate with the Reporter General and the Communications Committee in relation to the matters at paragraphs (a) and (b) above;
 - (d) contribute to the proposal and discussion of Study Questions, the preparation of Summary Reports and the proposal of topics for and content of panel sessions as set out in these Regulations;
 - (e) perform other duties as established by the Statutes and Regulations, or otherwise entrusted to it by the Executive Committee or by the Bureau;
 - (f) annually assess the accomplishments of AIPPI in relation to the quality, relevance and impact of its Resolutions, the work of its Standing Committees and the Educational Programme
 - (g) report to the Bureau regularly and to the Executive Committee at least annually in relation to the matters at paragraphs (a) to (f) above; and
 - (h) meet at least twice at each AIPPI annual meeting and at least once in between such meetings.

NOMINATING COMMITTEE

- 18.4 The Nominating Committee shall be made up of the Chairperson and six to fifteen other members and shall be elected by the Executive Committee from candidates proposed by the Bureau, by the Nominating Committee or by any of the National and Regional Groups. The term of office of the Chairperson and each member shall normally be from the day after the AIPPI annual meeting at which they are elected until the last day of the AIPPI annual meeting at which elections take place, held in the second year after their election. Each member shall be eligible for re-election, but shall not hold office within the Committee for more than two consecutive full terms with the exception of the Chairperson who may be elected for no more than two consecutive full terms as Chairperson in addition to any term served as a member. Members serving on the Nominating Committee shall be ineligible to become a candidate for any other elective position.
- 18.5 The Nominating Committee shall inform itself of members of the Association having qualifications suitable to be candidates for elective positions. In addition to its primary duty, it may also refer to

the Bureau the names of members having qualifications suitable for non-elective positions filled by the Bureau. It shall also undertake tasks as directed by the Bureau.

- 18.6 The Nominating Committee shall appoint a Vice-Chairperson and may select a Secretary from among its members.
- 18.7 If a vacancy in the Nominating Committee should occur between AIPPI annual meetings, the Bureau may appoint any member of the Association who is willing to act to fill that vacancy. A member so appointed shall hold office only until the end of the next following AIPPI annual meeting. If not elected to the Nominating Committee by the Executive Committee at such a meeting, that member shall vacate office at the conclusion of the last session thereof.
- 18.8 When selecting candidates to propose for election preference should be given to members having broad knowledge of AIPPI members; good knowledge of AIPPI as an institution; experience in participating in AIPPI Committees as well being able to contribute to geographic and gender diversity of the Committee.
- 18.9 The composition of the Nominating Committee shall give preference to experience in the activities of AIPPI and to professional, geographic and gender diversity.

FINANCE COMMITTEE

- 18.10 The Finance Committee shall have from three to five members in addition to the Chairperson. Each member shall be eligible for re-election, but shall not hold office within the Committee for more than two consecutive full terms with the exception of the Chairperson who may be elected for no more than two consecutive full terms as Chairperson in addition to any term served as a member. The term of office of the Chairperson and each of the members shall normally be from the day after the AIPPI annual meeting at which they are elected until the last day of the AIPPI annual meeting at which elections take place, held in the second year after their election.
- 18.11 The composition of the Finance Committee shall give preference to the aptitude for financial matters.
- 18.12 The Finance Committee shall report to the Bureau regularly and to the Executive Committee at least annually.

MEMBERSHIP COMMITTEE

- 18.13 The Membership Committee shall be made up of the Chairperson and up to fifteen members and, as ex-officio members, the Secretary General or one of the Deputy Secretaries General. The Committee shall select a Vice-Chairperson and may select a Secretary from among its members. The term of office of the Chairperson and each of the members shall normally be from the day after the AIPPI annual meeting at which they are elected until the last day of the AIPPI annual meeting at which elections take place, held in the second year after their election. Each member shall be eligible for re-election, but shall not hold office within the Committee for more than two consecutive full terms with the exception of the Chairperson who may be elected for no more than two consecutive full terms as Chairperson in addition to any term served as a member.
- 18.14 The Membership Committee shall be a bridge between the membership-at-large and the Bureau. It shall collect and explore suggestions and concerns of the members, and make proposals to the Bureau. The Membership Committee shall:
 - (a) make proposals on how to improve the services that AIPPI can offer to best serve its members, so as to enhance the attraction of AIPPI to members and especially to attract new members;
 - (b) of its own initiative and/or on the suggestion of the members, make recommendations to the Bureau and develop ways and means to increase membership in various parts of the world and specifically in sectors of activity not well represented in AIPPI;
 - (c) conduct surveys of members' interests and needs;
 - (d) develop and propose to the Bureau initiatives to support new members;
 - (e) report to the Bureau regularly and to the Executive Committee at least annually;
 - (f) when necessary, contact the National or Regional Groups in order to fulfil the tasks of the Committee, keeping in mind that the Secretary General is responsible for the relations between the Bureau and the National and Regional Groups.
- 18.15 The composition of the Membership Committee shall give preference to professional, geographic, gender and age diversity.

COMMUNICATIONS COMMITTEE

- 18.16 The Communications Committee shall be made up of the Chairperson and twelve members and, as ex-officio members, at least a member of the Programme Committee, the Reporter General, and the Secretary General. The Committee shall select a Vice-Chairperson and may select a Secretary from among its members. The term of office of the Chairperson and each of the members shall normally be from the day after the AIPPI annual meeting at which they are elected until the last day of the AIPPI annual meeting at which elections take place, held in the second year after their election. Each member shall be eligible for re-election, but shall not hold office within the Committee for more than two consecutive full terms with the exception of the Chairperson who may be elected for no more than two consecutive full terms as Chairperson in addition to any term served as a member.
- 18.17 The composition of the Communications Committee shall give preference to professional, geographic, gender and age diversity..
- 18.18 The primary responsibility of the Communications Committee shall be to disseminate information about AIPPI and its activities, both internally and externally, including:
- (a) regular reporting to members in relation to:
 - (i) AIPPI's work;
 - (ii) the work of the National and Regional Groups, Independent Members and Standing Committees; and
 - (iii) important developments in IP;
 - (b) soliciting and approving publications from National and Regional Groups, Independent Members and Standing Committees for inclusion in AIPPI publications;
 - (c) publication of information about AIPPI's activities; and
 - (d) assisting the Reporter General with dissemination of AIPPI's work product to appropriate external audiences.
- 18.19 In order to fulfil its primary responsibility as set out in Rule 19.18, the Communications Committee shall:
- (a) actively keep itself informed of current and likely future topical matters relating to IP;
 - (b) actively keep itself informed of existing and emerging activities relating to harmonisation of IP laws around the world; and
 - (c) cooperate with the Reporter General and the Programme Committee in relation to the matters at paragraphs (a) and (b) above.
- 18.20 The Communications Committee shall assume the role of the custodian of the history of the Association.
- 18.21 The Communications Committee shall perform other duties as established by the Statutes and Regulations, or otherwise entrusted to it by the Executive Committee or the Bureau.
- 18.22 The Communications Committee shall report to the Bureau regularly, and to the Executive Committee at least annually, in relation to the matters described in Rules 19.18 and 19.19 above.
- 18.23 The Communications Committee shall meet at least once at each AIPPI annual meeting.

VENUE SELECTION COMMITTEE

- 18.24 The Venue Selection Committee shall be composed of the Chairperson and up to five members and, as ex-officio members, the Reporter General, the Secretary General and the senior staff member of the General Secretariat responsible for planning AIPPI annual meetings. The Committee shall select a Vice-Chairperson and may select a Secretary from among its members. The term of office of the Chairperson and each of the members shall normally be from the day after the AIPPI annual meeting at which they are elected until the last day of the AIPPI annual meeting at which elections take place, held in the second year after their election. Each member shall be eligible for re-election, but shall not hold office within the Committee for more than two consecutive full terms with the exception of the Chairperson who may be elected for no more than two consecutive full terms as Chairperson in addition to any term served as a member.
- 18.25 In accordance with Rule 2, the Venue Selection Committee shall, in cooperation with the Bureau, make proposals for venues of future AIPPI annual meetings in the best interests of the Association

and with a particular focus on a balanced presence in all regions of the world and on the relevance of the selected venue in the field of IP protection.

- 18.26 The composition of the Venue Selection Committee shall give preference to experience with international IP meetings and geographical diversity.

E. ADMINISTRATIVE AND FINANCIAL MATTERS

Rule 19 - Administrative and Financial Matters

- 19.1 Administrative and financial matters shall be placed on the Agenda of a meeting by the Executive Committee on the proposal of the Bureau.
- 19.2 The Secretary General shall be responsible for the preparation of administrative matters, including Events and Communications, the latter in cooperation with the Reporter General. The Secretary General shall also be responsible for relations with National and Regional Groups and with Independent Members, including monitoring their compliance with the Statutes and Regulations of the Association.
- 19.3 The Treasurer General shall be responsible for the preparation of financial matters.
- 19.4 The agendas of an AIPPI annual meeting shall be sent to the members at least one month before the opening of the meeting.
- 19.5 The General Assembly shall be called at least four months before it is to be convened.
- 19.6 The agenda of the General Assembly shall be determined by the Executive Committee and shall be sent to the members at least six weeks before the meeting. The Bureau shall be entitled to add to the agenda any item of urgency.
- 19.7 At the request of at least 100 members from at least five National and Regional Groups, the Bureau shall insert an item in the agenda. Any such request shall be presented to the Bureau at least three months before the meeting of the General Assembly.
- 19.8 The number of Delegates from each National Group shall be as follows:

Number of members in Group		Number of Delegates (additional to the President of the Group)	
10 - 49	members	1	Delegate
50 - 74	members	2	Delegates
75 - 99	members	3	Delegates
100 - 124	members	4	Delegates
125 - 149	members	5	Delegates
150 - 199	members	6	Delegates
200 - 249	members	7	Delegates
250 - 299	members	8	Delegates
300 - 349	members	9	Delegates
350 - 399	members	10	Delegates
400 - 499	members	11	Delegates
500 - 599	members	12	Delegates
600 - 699	members	13	Delegates
700 - 799	members	14	Delegates
800 - 999	members	15	Delegates
1000 - 1199	members	16	Delegates
1200 - 1399	members	17	Delegates
1400	members and over	18	Delegates

- 19.9 The number of Delegates from each Regional Group shall be as follows:

Number of members in Group		Number of Delegates (additional to the President of the Group)	
8 - 14	members	1	Delegate
15 - 24	members	2	Delegates
25 - 99	members	3	Delegates
100	members and over	same number of Delegates as for National Groups	

- 19.10 The names of the delegates to the Executive Committee shall be communicated by the Group to the Secretary General. Delegates can be appointed at any time.

- 19.11 Each Group may, prior to an AIPPI annual meeting, appoint Substitute Delegates to replace Delegates prevented from participating in the AIPPI annual meeting. The name of the Substitute Delegate shall be communicated to the Secretary General prior to the AIPPI annual meeting.
- 19.12 The Bureau may appoint up to six Delegates to represent the Independent Members. The Bureau shall also appoint one of the Delegates as Chairperson of the Delegates of the Independent Members. In appointing such Delegates and their Chairperson, the Bureau shall take into consideration proposed nominations made by Independent Members and have regard to an appropriate geographic representation after consultation with the Presidents of the National and Regional Groups on the proposed nominations.

F. ELECTIONS

Rule 20 - Elections of Members of the Bureau and of Statutory Committees

- 20.1 The Nominating Committee shall prepare the elections to be made by the Executive Committee in accordance with Article 7.7 (a) of the Statutes in the following manner:
- (a) The Nominating Committee shall make its proposals to the Executive Committee.
 - (b) The Nominating Committee shall normally recommend one candidate for any given function but may submit more than one candidate.
 - (c) The Bureau shall inform the candidates of the proposals of the Nominating Committee.
- 20.2 The Bureau shall:
- (a) in due time invite the National and Regional Groups through their Presidents to present nominations and
 - (b) forward all proposals received together with its own proposals and any comments to the Nominating Committee at least three months before the relevant AIPPI annual meeting.
- 20.3 Candidates may be proposed to the Nominating Committee:
- (a) by the Bureau;
 - (b) by the Nominating Committee;
 - (c) by any National or Regional Group; or
 - by at least 50 members of the Association.
- 20.4 In the last two cases of Rule 20.3, the candidates' names shall be delivered to the Bureau for transmission to the Nominating Committee at least three and a half months before the relevant AIPPI annual meeting.
- 20.5 The Executive Committee shall only consider candidates submitted by the Nominating Committee.

Rule 21 – Term of office of members of the Bureau and enlarged Bureau

- 21.1 The term of office of the members of the Bureau and the Assistants to the Reporter General and to the Secretary General shall normally be from the day after the AIPPI annual meeting at which they are elected until the last day of the AIPPI annual meeting at which elections take place, held in the second year after their election.
- 21.2 The members of the Bureau, other than the Treasurer General, shall not be eligible for re-election and shall hold the same office within the Bureau a single term. The Treasurer General shall be eligible for re-election once for a maximum of two consecutive terms.
- 21.3 The Assistants to the Reporter General and to the Secretary General shall be eligible for re-election, but shall not hold the same office for more than six years.
- 21.4 If no successor is elected, the elected member may remain in office until a successor has been elected.
- 21.5 In the case of a vacancy as defined in Article 9.4 of the Statutes, the following procedure will be followed:
- (a) In the case of the position of President, Reporter General, or Secretary General becoming vacant, the Bureau shall appoint the current First Vice-President, First Deputy Reporter General, or First Deputy Secretary General, respectively, as a replacement. In the event that the First Vice-President, First Deputy Reporter General, or First Deputy Secretary

General, respectively, is unable to assume the respective role, the Bureau shall appoint the Second Vice-President, Second Deputy Reporter General, or Second Deputy Secretary General, respectively, as a replacement.

- (b) In the case of the position of Treasurer General becoming vacant, the Bureau, in consultation with the Chairperson of the Nominating Committee, may appoint a replacement from the membership at large. The replacement's term shall end on the last day of the next AIPPI annual meeting.
- (c) In the case of the position of Second Vice-President, Second Deputy Reporter General, or Second Deputy Secretary General becoming vacant, the Bureau, in consultation with the Chairperson of the Nominating Committee, may appoint a replacement from the membership at large. The replacement's term shall end on the last day of the next AIPPI annual meeting.
- (d) In the case of the positions of Assistants to the Reporter General and to the Secretary General becoming vacant, the Bureau may appoint a replacement from the membership at large. The replacement's term shall end on the last day of the next AIPPI annual meeting.
- (e) The replacements may stand for election at the next AIPPI annual meeting. The maximum number of terms to be served in the new position shall not be influenced by the time spent as a replacement.

G. OTHER SESSIONS OF AIPPI ANNUAL MEETINGS

Rule 22 - Speeches and Rules of Debate

22.1 Subject to Rules 13, 14, 16 and 17 sessions of the General Assembly and of the Executive Committee and any other AIPPI annual meetings (collectively, **Other Sessions**) shall be chaired by a Chairperson of the session nominated in accordance with Article 7.4 of the Statutes.

22.2 To the extent applicable the rules of debate set out in Rule 14.6 to 14.12 shall apply, with any reference to 'Plenary Chairperson' read as the Chairperson of the session.

22.3 Restrictions on speeches

A speaker who has spoken on any motion shall not speak again while it is the subject of debate, except:

- (a) to speak once on an amendment moved by another speaker;
- (b) if the motion has been amended since the speaker last spoke, to move a further amendment;
- (c) if the speaker's first speech was on an amendment moved by another speaker, to speak on the main issue, whether or not the amendment was carried;
- (d) on a point of order;
- (e) when invited to speak by the Chairperson of the session, who shall bear in mind the desirability of giving the person proposing an amendment the opportunity of replying to defend that amendment.

22.4 Points of order

- (a) A person may rise on a point of order and shall be entitled to be heard forthwith.

A point of order shall relate only to an alleged breach of these Rules or the Statutes and the person shall specify the Rule or the Article of the Statutes and the way in which it is alleged that it has been broken.

- (b) The ruling of the Chairperson of the Session on a point of order shall not be open to discussion.

22.5 The Executive Committee may establish further rules of debate.

Rule 23 – Decisions of the Executive Committee and Vote by Correspondence

23.1 The deliberations of the Executive Committee should conclude with a decision, which should include, where appropriate, Resolutions and recommendations in the name of the Association as well as guidelines for any further action to be taken. The Delegates of the National and Regional Groups and for the Independent Members and other members forming part of the Executive

Committee, in their own personal right, shall each have one vote. Members who are not listed in Article 7.1 of the Statutes of AIPPI may participate in sessions of the Executive Committee, as observers without the right to vote.

- 23.2 When a vote is taken, separate counts shall be taken of votes for, votes against, and expressed abstentions. Where the Statutes and Regulations provide that the majority shall be determined on the basis of those having taken part in a vote, an expression of abstention shall be regarded as a “no” vote. For the purpose of determining a quorum and decisions in the event of electronic voting, a person participating in that vote shall be deemed to be “present”.
- 23.3 The Resolutions, recommendations and other decisions of the Association shall be communicated by the Secretary General to the National and Regional Groups.
- 23.4 When a vote of the Executive Committee is to be taken by correspondence or electronically, the following rules shall be observed:
- (a) The National and Regional Groups shall be represented by their Presidents, and by the Delegates whose names have been most recently communicated to the Secretary General.
 - (b) The Secretary General shall set a date by which all votes are to be received. Such date shall be reasonable and shall normally be five weeks but in no case less than three weeks following the distribution of the voting proposal to the members of the Executive Committee. All votes received after that date shall be disregarded.
 - (c) For the purpose of determining a quorum and decisions, a person participating in that vote shall be deemed to be “present”. A quorum shall only exist if reasonable efforts have been made to invite all members of the Executive Committee to participate in the vote, if a reasonable deadline has been set for the vote and if at the expiration of such deadline replies have been received from at least one third of the members of the Executive Committee.
 - (d) Upon request of a member of the Executive Committee, the Secretary General may put to a vote the question whether the decision originally put to the vote shall be deferred to the next available meeting in person of the Executive Committee. The Bureau may, at any time, make such a deferral also, without a request from a member of the Executive Committee.
 - (e) Considering the eligibility of subject-matter for electronic voting, the following principles shall be considered:
 - (i) A matter is eligible for vote by correspondence when it is perceived by the Bureau as straightforward or otherwise not requiring a debate in person and an on-site vote; when a vote by correspondence is necessary or desirable in light of the delay in awaiting the next meeting in person of the Executive Committee; when the matter requires action prior to the next meeting in person of the Executive Committee; when the matter would benefit from an early decision in order to prioritise or promote the work of the Association; when a vote by correspondence is desirable in view of the fullness of the agenda of the next meeting in person of the Executive Committee; or when the matter needs to be decided to enable a committee or body of AIPPI to continue with its work;
 - (ii) A matter is ineligible for vote by correspondence when it is likely to be highly contentious; when a vote by correspondence would not sufficiently allow debate; when a face-to-face debate is critical for the matter to be properly decided; when the vote concerns an election and the election is likely to be contested; when debate, amendment or counter-proposals put forward on the matter show that the matter to be decided is not suitable for a vote by correspondence and that a debate in person and/or on-site voting would be essential; when the nature or complexity of the matter requires an oral presentation with the use of other media to enhance understanding of the matter; or when the matter is sensitive or entails sensitive aspects, including personal aspects.
 - (f) Where a decision of the Executive Committee requires a more detailed discussion among the members of the Executive Committee, the Secretary General shall put the item to be discussed before the Executive Committee and shall invite all members to comment on the item. In this case reasonable time must be given to the members to respond. The responses must be made available to all members of the Executive Committee and sufficient opportunity in reasonable time must be given to the members to express their opinions to the comments made by other members. The Secretary General shall set a deadline by which the debate is officially closed.
 - (g) The question to be voted on must be clearly and unambiguously worded and be submitted to all members of the Executive Committee.

- (h) The result of the vote shall be assessed by the Secretary General, and the Executive Committee shall be informed about the vote within one week after the deadline for sending the votes.
- (i) The technical means used to carry out the vote and any required debate shall be such as to ensure confidentiality within the members of the Executive Committee.

Rule 24 - Meetings and Decisions of the Bureau

- 24.1 The Bureau shall meet on a proposal by the President, or the Secretary General, or at the request of any three of its members.
- 24.2 The Bureau may debate and vote by any means it chooses.
- 24.3 Each member of the Bureau shall have a vote which shall be exercised independently in the best interests of the Association.
- 24.4 The Bureau shall keep formal records of its decisions, normally prepared by the Secretary General. The records of the decisions shall be transparent and therefore available to the members of the Association. However separate minutes of its deliberations shall be kept confidential to the Bureau.
- 24.5 Normally, the Bureau shall meet twice a year, once in conjunction with an AIPPI annual meeting and once at a separate meeting determined by the Bureau.
- 24.6 Decisions of the Bureau shall be taken by a majority plus one vote of the members taking part in the vote.
- 24.7 The Quorum of the Bureau shall be two thirds of the members entitled to vote.
- 24.8 Only the Bureau members shall have the right to vote when the Bureau convene an Enlarged Bureau.

Rule 25 - Minutes of Meetings

- 25.1 Minutes shall be prepared in respect of meetings of the General Assembly, Sessions of the Executive Committee and the Council of Presidents, and SQ Plenary Sessions. These shall contain at least the conclusions and the principal views expressed, including important minority opinions. The Bureau shall be responsible for the preparation of the Minutes in English, French, German and Spanish. The Council of Presidents shall be responsible for minutes of its own meetings.

H. PUBLICATIONS

Rule 26 - Publications

- 26.1 The Association shall publish such documents as may be determined by the Executive Committee including:
 - (a) the Reports of meetings of the General Assembly, sessions of the Executive Committee, and plenary sessions;
 - (b) Programmes, Study Guidelines, Group Reports, Reports of members of Groups or of Independent Members, Committee Reports and Summary Reports;
 - (c) Resolutions of the Association.
- 26.2 The Bureau may supplement such publications with other documents, Reports, or observations which the Bureau has decided should be published.

Rule 27 - List of Members and Directory

- 27.1 A list of members of the Association shall be published at such frequency and in such manner as may be determined by the Executive Committee.
- 27.2 The list of members shall only be used in the interests of the Association and under the control of the Bureau; it shall not be used for purposes other than those of the Association, and in particular shall not be used for commercial purposes.
- 27.3 A Directory listing all the Officers of the Association shall be published as a rule every year.

I. MEMBERSHIP

Rule 28 - Request for Recognition of National and Regional Groups and for Admission of Independent Members

28.1 Requests for recognition of a National or a Regional Group shall be addressed to the Secretary General.

The request shall be accompanied by the following documents:

- (a) the Statutes of the Group, with a translation into English;
- (b) a list of the names and addresses of the members of the Group and also for persons, their profession, and for legal entities the names of their representatives;
- (c) a list of the names of the members forming the Council or Board of Officers of the Group, indicating the offices held. If the Group is integrated with any other organization, an independent Council made up of and elected by only AIPPI members will be established for AIPPI members, with the possibility of forming an independent organization if necessary to better achieve the goals of AIPPI;
- (d) a commitment that the Officers of the Council shall have definite terms for any one office and such terms must be reasonable in order to allow the participation of the largest number of members from the Group in the work of AIPPI.

28.2 A National or Regional Group may only be recognised:

- (a) if the requirements of the Statutes, in particular Article 4.1 or 4.2, are met;
- (b) if a confirmation of the Secretary General is submitted, according to which the Statutes of the new National or Regional Group are in harmony with the Statutes and Regulations of the Association;
- (c) if in the opinion of the Executive Committee the new Group is viable and able to contribute actively to the promotion of the protection of intellectual property in the country or region for which it requests to be admitted.

28.3 Before consideration by the Executive Committee of a request for recognition by a National or Regional Group, the proposed Statutes and Bylaws or Regulations of the Group shall be submitted to the Secretary General for a determination by the Bureau that they are in harmony with the Statutes and Regulations of the Association. National or Regional Groups shall also submit any proposed revisions to their Statutes, By-laws or Regulations to the Secretary General for a similar determination.

28.4 Requests for admission as an Independent Member shall be addressed to the Secretary General.

The request shall be accompanied by the following documents:

- (a) a curriculum vitae as well as detailed information concerning the education and professional activity of the candidate;
- (b) the names of two members of the Association who support the request.

Rule 29 - Members

29.1 Membership shall be open to any person who satisfies the requirements of Article 3.2 of the Statutes.

29.2 Persons residing in or having their professional or business activity principally in the same country may form a National Group of the Association, provided that membership of such Group is open to all members previously admitted from that country, such members have been informed accordingly and the formation of such Group is supported explicitly by the majority of such members.

29.3 Persons residing in or having their professional or business activity principally in the same region consisting of two or more countries, where there is no National or Regional Group, may form a Regional Group of the Association, provided that membership of such Group is open to all members previously admitted from that region, such members have been informed accordingly and the formation of such Group is supported explicitly by the majority of such members.

29.4 Unless the Bureau decides otherwise at the time of the recognition of a new Group, members previously admitted from a country covered by the new Group shall retain their membership of the Association, unless upon invitation to become a member of the new Group they decline or fail to accept membership of the new Group within one year.

- 29.5 Only one Group may be recognised for a particular country or region. No member may be an active member of more than one Group of the Association at the same time.
- 29.6 National and Regional Groups may only admit as active members persons having their professional or business activity principally in the country or the region of the respective Group. Exceptions to this principle may be authorised by the Bureau after consulting the National or Regional Group concerned.
- 29.7 Each Group shall determine whether it admits legal entities as members. Each member which is not a natural person shall be entitled to be represented at any given time by one natural person only.
- 29.8 Natural persons and legal entities which have their residence or professional or business activity principally in a country where there is no National or Regional Group may be admitted as Independent Members on the proposal of two members of the Association.

Rule 30 - Register of Members

- 30.1 The Register of members shall be administered and kept up-to-date by the Secretary General.
- 30.2 Each National and Regional Group shall promptly notify the Secretary General of the names and relevant professional data of Members newly added to or deleted (whether by resignation or other removal from membership) from their Group in the previous year, and also any other change. Such notification shall be received by 31 March. Any notification of a deletion received subsequently shall become effective only in respect of the following year.
- 30.3 Independent Members shall promptly notify the Secretary General of changes in their address and relevant professional data, and their resignation from the Association.
- 30.4 (a) Independent Members in arrears for at least one year but less than two years may be suspended from Membership and all of the rights pertaining thereto until all arrears have been paid.
- (b) Independent Members in arrears for two years or more shall be struck off the Register of members of the Association. Such members may, upon payment of all arrears, be re-admitted to the Association in accordance with the procedure required of new applicants for membership in the Association.
- 30.5 Committees shall promptly notify the Secretary General of their members and any subsequent changes.
- 30.6 Persons may be recognised as pertaining to different categories of members as determined from time to time by the Executive Committee, including but not limited to students, junior, retired, judiciary and academia.

J. SUBSCRIPTIONS AND PAYMENTS

Rule 31 - Payment of Subscriptions

- 31.1 Subscriptions to the Association are due on the first of January of each year.
- 31.2 The Secretary General shall send invoices for subscriptions to the National and Regional Groups in the month of April in each year. The National and Regional Groups shall transmit to the Association the subscriptions for the Members of their Group within two months of the receipt of the invoice. The total amount invoiced shall be determined by the number of Members of the respective National or Regional Group recorded in the Register of Members on 01 April of the relevant year as determined by the notifications received in accordance with Rule 30.2.
- 31.3 New members joining the Association shall pay a full year's subscription for the year in which they join if they join before the date of the AIPPI annual meeting of that year. No subscription shall be due from a member joining after that date.
- 31.4 Independent Members shall pay their subscription to the Association before the end of April of each year.
- 31.5 The Treasurer General shall specify the account into which the subscriptions shall be paid, and in what currency, free of costs and taxes.
- 31.6 Exceptions to this rule may be granted by the Treasurer General.

- 31.7 If a National or Regional Group does not pay its subscription, the Executive Committee may suspend that Group and its members after arrears of one year.
- 31.8 The Executive Committee may withdraw recognition from that Group and exclude the members of that Group after arrears of two years. All the members of such Group who express interest to the Secretary General and who have paid the Independent Member fees from the date their Group was excluded, will be automatically admitted as Independent Members.
- 31.9 The Executive Committee may decide on a different rate of subscription to the Association for persons forming different categories of members.
- 31.10 The amount of the subscriptions for different categories of members shall be determined by the Executive Committee.

Rule 32 - Reduction of Subscriptions

- 32.1 The amount of the subscription is reduced by 50% for the following individuals:
- (a) new members accessing for the first time, for their first two years of membership;
 - (b) members under the age of 36 (**Junior members**);
 - (c) full time academics;
 - (d) full time judges; and
 - (e) employees of governmental IP offices.
- 32.2 The reduction above shall not be applied cumulatively.
- 32.3 The application of the reduction of the subscription to the National or Regional subscription rate rests with each National or Regional Group.

Rule 33 - Reimbursement of Expenses

- 33.1 The Secretary General shall reimburse to members of the Bureau and to representatives of the Association the traveling and hotel expenses advanced by them for performance of their duties. The Bureau shall determine the details of this reimbursement.

K. DEFINITIONS

Rule 34 – Definitions

- 34.1 'IP' (**intellectual property**) within the purview of the Association shall include without limitation: patents, utility models, industrial designs, trademarks, service marks, trade names, domain names, copyright, integrated circuits, indications of source, appellations of origin, plant varieties, genetic resources, traditional knowledge and folklore, and trade secrets.
- 34.2 "Correspondence" for the purpose of conducting meetings and votes shall include, mail, telephone, audio conference, video conference, e-mail, internet chat sites, and any other acceptable electronic or other means of communication.
- 34.3 "General Secretariat" refers to the staff and permanent office of AIPPI.

L. TRANSITORY PROVISIONS

Rule 35 – Transitory Provisions

- 35.1 In order to accommodate the provisions of Article 9 voted in 2015:
- the first "Second Vice-President" will be elected in 2016 for one year;
 - the first "First Vice-President" and the second "Second Vice-President" will be elected in 2017 for one year;
 - one of the Secretary General and the Reporter General will be elected in 2016 for one year;

- the Treasurer General will be elected in 2016 for one or two years;
- one of the first "First Deputy Secretary General" and "First Deputy Reporter General" will be elected in 2016 for one year;
- one of the first "Second Deputy Secretary General" and "Second Deputy Reporter General" will be elected in 2016 for one year.

35.2 The application of Rule 6 for the AIPPI annual meetings already selected for 2017, 2018, 2019, 2020, 2021 and 2022 will be negotiated between the Host Group and the Bureau. In case the provisions of Rules 6.2 to 6.4 are not applied, the Host Group will be responsible for 50% of the losses if any.

These Regulations were adopted by the Executive Committee, under the predecessor of Article 7.8 of the Statutes of the Association in Paris, on May 28, 1983, and amended in Rio de Janeiro in May 1985, in Tokyo in April 1992, in Copenhagen in June 1994, in Rio de Janeiro on May 25, 1998, in Melbourne on March 30, 2001, in Lisbon on June 21, 2002, in Berlin on September 28, 2005, in Gothenburg on October 9, 2006, in Singapore on October 9, 2007, in Boston on September 10, 2008, in Buenos Aires on October 14, 2009, in a vote by correspondence on January 31, 2011, in Seoul on October 23, 2012, in a vote by correspondence on August 8, 2013, in Toronto on September 17, 2014, in Rio de Janeiro on October 14, 2015, in a vote by correspondence on March 25, 2017, in Sydney on October 17, 2017 and in Cancun on September 26, 2018. They came into force in amended form on September 27, 2018.

The President:
Renata Righetti

The Secretary General:
Olga Sirakova

The Reporter General:
Jonathan P. Osha

The Treasurer General:
Peter Pawloy