



## **Mandate of Swiss delegates in the commission of ICC**

### **1. Constitution**

According to the Constitution of the ICC, it is the responsibility of the National Committee to appoint delegates from its country.

According to the Constitution of the National Committee (Art. 3, paragraph 2), the National Committee appoints Swiss delegates to the Commission of ICC.

### **2. Election of the Swiss delegates**

The Swiss delegates are elected on the proposal of the Secretary General by the Board

### **3. Delegate Election Criteria**

The following criteria must be met:

- Delegates must belong to a company / organization being a gold member or platinum member of ICC Switzerland;
- Specific skills in the area of the commission of ICC;
- Knowledge of Swiss interests and ability to represent them;
- Good Relations with the sector represented (affiliation to the representative branch, organization and/or economiesuisse Commission ;
- Position with responsibilities in his/her own company in connection with the activities of the ICC commission;
- Availability to fulfill the mandate;
- Good language skill (English -).

### **4. Function Period**

The Mandate is held for a period of three years and may be renewed, in principle, once for a total of six years. Further, renewals will have to be discussed between the Secretary General of ICC Switzerland and the responsible persons at ICC Headquarters.

## **5. Duties of the delegate**

The delegate strives, in order to ensure continuity of work and defense of Swiss interests, to participate regularly in meetings of the commission of ICC. The delegate is ready to provide its own written and oral input.

To ensure continued cooperation, the delegate informs at regular intervals, in writing or orally, the Swiss community involved including *economiesuisse* and the Swiss National Committee on the work of the commission of the ICC. He/she draws attention on developments of particular importance. The Swiss delegate in the commission of ICC can coordinate his/her writing reports and contact interested Swiss persons. This ongoing dialogue with these groups should allow to take appropriate measures in time. As an ICC member, the delegate agrees that all rights in any rules, codes, papers, reports, training materials, or other works produced by ICC commissions, task forces or other groups are collective works initiated by ICC in which ICC holds all rights. Swiss delegates further agree that any individual contributions that representatives of their organization may make to such works will not give rise to any rights in such collective works.

The delegate commits to respect ICC copyright and confidentiality rules.

## **6. Coordinator**

After consulting the Swiss delegates, ICC Switzerland appoints a coordinator for the Commission of ICC, which is responsible, among others, to submit on time national positions to the International Secretariat in Paris. He/she's the liaison person with the Secretary General of ICC Switzerland as well as to the responsible person at *economiesuisse*.

## **7. Militia system**

Participation in the organs of the ICC is based on a militia system. All expenses involved are the responsibility of the delegate. ICC Switzerland does not cover neither travel expenses nor any other costs and does not pay any fees to a delegate. Activities carried out by Swiss delegates are not remunerated.

## **8. Withdrawal**

The withdrawal takes effect upon expiry of the period function or when the criteria mentioned under Article 3 are no longer met. The delegate must inform ICC Switzerland when he/she is no longer able to meet these criteria, or when he/she does no longer hold the professional position justifying the election.

## **9. Replacement**

Any replacement or representation (at a specific meeting) within the same company has to be approved by the Secretary General of ICC Switzerland.