



INTERNATIONALE VEREINIGUNG DER BERGFÜHRERVERBÄNDE
INTERNATIONAL FEDERATION OF MOUNTAIN GUIDES ASSOCIATIONS
UNION INTERNATIONALE DES ASSOCIATIONS DE GUIDES DE MONTAGNE
UNION INTERNACIONAL DE ASOCIACIONES DE GUIAS DE MONTAÑA

Bylaws of IFMGA

These Bylaws were approved at the Virtual General Assembly of the IFMGA
on November 27th 2020, with immediate effect.

They replace the Bylaws of November 30th 2018

Article 1: Definitions

1.1 The International Federation of Mountain Guides Associations (IFMGA) is a membership organisation of national Mountain Guiding Associations. Synonyms for IFMGA are IVBV (Internationale Vereinigung der Bergführerverbände) and UIAGM (Union Internationale des Associations de Guides de Montagne).

1.2 The IFMGA complies with Swiss Law (Articles 60-79 of the Swiss Civil Code ZGB) and its registered office is in Zurich, Switzerland.

1.3 A certified IFMGA Mountain Guide is a person who has successfully completed the mountain guide training course according to the directives of the IFMGA, and who is a member of a Mountain Guides Association.

1.4 A Member Association is an Association of IFMGA Mountain Guides.

1.5 Delegates are IFMGA Mountain Guides chosen by and representing their Member Association. They exercise the Member Association's rights at a General Assembly.

1.6 In these Bylaws and other IFMGA documents, the term Mountain Guide refers to certified IFMGA mountain guides, and it refers equally to men and women.

1.7 The language of the IFMGA is English.

Article 2: Aims and Objectives of the IFMGA

The aims of the IFMGA are to:

(i) Set high professional standards for mountain guides worldwide.

In order to achieve this aim, the IFMGA will:

- promote and maintain common standards of training and Continual Professional

Development (CPD) as contained in the Platform

- monitor its members in their adherence to the IFMGA's high professional standards of practice
- monitor quality management

(ii) Be an inclusive and mutually supportive organisation.

In order to achieve this aim, the IFMGA will:

- support countries interested in joining the IFMGA
- encourage cooperation, collaboration and the exchange of ideas among IFMGA Member Associations and Mountain Guides

(iii) Promote reciprocity of access among its Member Associations.

In order to achieve this aim, the IFMGA will:

- issue a uniform Membership Card
- facilitate the exchange of information on mobility between Member Associations
- work closely with relevant agencies, e.g. the EU Commission and national Competent Authorities

(iv) Co-operate with and represent the interests of its Member Associations to Government authorities and other international mountaineering organisations

In order to achieve this aim, the IFMGA will:

- support Member Associations in making representations to their own Governments
- co-operate with other international organisations e.g. UIAA, ICAR, UIMLA

Article 3: Membership

3.1 Each country can only be represented by one Association, the only exceptions being the autonomous regions of South Tyrol and Aosta, which were, in addition to Italy, accepted as founding members of the IFMGA.

3.2 An application for membership may be made either by a National Association representing the Mountain Guides of one nation, or by a Transnational Association representing the Mountain Guides of several nations. The Association may be authorised or regulated by the State, but in any case, it must be the main Association in the corresponding country, or, if a Transnational Association, be the main one in the countries concerned.

3.3 The conditions and the time schedule for the admission of a Member Association are laid out in the IFMGA Platform; and the decision as to whether to accept the application of a Mountain Guide Association for membership is made by the General Assembly.

3.4 A Member Association commits to:

- abiding by the Bylaws and the IFMGA Platform
- maintaining the given levels of Training and CPD of Mountain Guides
- supporting the IFMGA and not bringing it into disrepute

3.5 Member Associations are autonomous, unless this conflicts with the aims, objectives and spirit of the IFMGA.

3.6 A Member Association can be expelled from the IFMGA for significant reasons. Equally, a Member Association can freely leave the IFMGA at any time. In either case there is no refund of monies.

3.7 At the proposal of the Management Committee or a Member Association, an individual person who has given outstanding services to the IFMGA may be appointed an Honorary Member by the General Assembly.

3.8 The General Assembly sets the Annual Membership Fee payable by every Member Association for each of its certified IFMGA Mountain Guides who are still active. Membership Fees are due by 31st August.

Article 4: General Assembly

4.1 The bodies responsible for running the IFMGA are the General Assembly and the Management Committee.

4.2 The General Assembly is the main body of the IFMGA. It meets at least once a year, and is chaired by the President, or in the President's absence by another Management Committee member.

4.3 The General Assembly is responsible for:

- the admission and exclusion of Member Associations
- the election of Management Committee members
- the election of the President IFMGA and President TC
- the election of a Vice President IFMGA and a Vice President TC
- the election of the Election Committee
- the election of the Treasurer
- the election of the Secretary
- the appointment of professional Auditors and internal Auditors

- the approval of the Minutes of the preceding General Meeting
- the approval of the Reports of the President IFMGA, President TC and Secretary
- discharge of the Board for its financial responsibilities
- the approval of the Reports of the Sub-Committees
- the approval of the Annual Financial Statements
- the approval of the budget, future projects and Annual membership fee
- approving the Expenses Regulations for those working on behalf of the IFMGA, including Management Committee members and the Secretary
- amendments to the Bylaws and other regulations

4.4 The General Assembly may make regulations and create Sub-Committees as it wishes.

4.5 An Extraordinary General Meeting may take place only for good cause (important reasons) at the request of the Management Committee or of at least 4 Member Associations. The agenda item(s) and the reason for calling the meeting must be made clear.

4.6 At least 28 days' notice must be given of any General Assembly or Extraordinary General Meeting, specifying the agenda, and the place and time of the meeting.

4.7 Motions may be submitted by a Member Association or by the Management Committee, and must comply with the regulations defined in IFMGA Procedures.

4.8 Quorum: a General Assembly or Extraordinary General Meeting is able to make decisions irrespective of the number of Delegates present.

4.9 If a Member Association is unable to send its own delegate(s) to a General Assembly or Extraordinary General Meeting, it may appoint the delegate of another Member Association to act as a proxy. Proxies must be notified in writing, before the meeting, to the Secretary.

4.10 Reimbursement of a delegate's expenses when attending a General Assembly is a matter for the delegate's Member Association and not the IFMGA.

Article 5: President IFMGA and President TC

5.1 President IFMGA. The President represents the IFMGA and chairs meetings of the Management Committee and General Assembly, as further defined in IFMGA Procedures.

5.2 One year before the current President's term of office is due to end, the General Assembly elects a President Elect, who serves as a Management Committee member for 1 year before

ratification as President by the General Assembly.

5.3 President TC. The President TC manages the technical Commission and is responsible for all aspects of training including CPD and quality management, as further defined in IFMGA Procedures.

5.4 One year before the current President TC's term of office is due to end, the General Assembly elects a President TC Elect, who serves as a Management Committee member for 1 year before ratification as President TC by the General Assembly.

Article 6: Elections and Votes

6.1 Elections and votes are monitored by the Election Committee, which consists of the Secretary IFMGA and two IFMGA mountain guides elected by a General Assembly for a period of 3 years, which can be extended for further periods without restriction.

6.2 A Double Majority system is used which requires a majority of votes according to two separate criteria, the first being 1 vote per Member Association, and the second being that each Member Association has 1 vote for every 100 (or part of 100) paying IFMGA Mountain Guides.

6.3 For an Election or Vote to be successful, it must achieve a simple majority in both criteria, with the exceptions defined in Articles 12 and 13.

6.4 Abstentions count as votes not cast.

6.5 Voting is conducted openly unless a Member Association requests a closed vote.

Article 7: Management Committee

7.1 The Management Committee consists of 7 - 9 IFMGA Mountain Guides who are members of a Member Association. Each of the 5 Alpine Countries (Austria, France, Germany, Italy and Switzerland) has a right to a place on the Management Committee. A maximum of 2 IFMGA Mountain Guides from any single Member Association may be members of the Management Committee at the same time.

7.2 Members of the Management Committee are elected for a period of 3 years, which can be extended for a second period of 3 years. In the absence of another suitable applicant(s), a third period of 3 years can exceptionally be made.

7.3 The Management Committee holds at least three meetings a year, with at least two weeks' notice of an intended meeting being given to Committee members. A Management Committee meeting must be held if requested to do so by at least 2 members.

7.4 Management Committee meetings are chaired by the President, or in the President's absence by another Management Committee member.

7.5 The quorum for a Management Committee meeting is half the voting membership of the Management Committee. At least two of the President, President TC or Treasurer must be present. If the quorum is not met, those attending the meeting may make provisional decisions, which are then circulated by email to all Management Committee members asking for confirmation. Confirmation is by way of an email direct to the Secretary.

7.6 Voting is by simple majority with the Chair having a casting vote.

7.7 Subject to a majority of Management Committee members being in agreement, a meeting may be held electronically. Voting is the same as in a physical meeting.

7.8 A written Minute of a Management Committee meeting is kept and is circulated to Member Associations.

7.9 The Management Committee is responsible for:

- the day to day running of the IFMGA and the Sub Committees
- implementation of the IFMGA Objectives and General Assembly resolutions
- maintaining and circulating to Members the document IFMGA Procedures
- the drafting and safe storage of the IFMGA documents, in particular of the Books of Account. The files of the IFMGA are archived at the Public Records Office of the Canton of Valais in CH-1950 Sion, Switzerland

Article 8: Treasurer

The General Assembly elects from the members of the Management Committee a Treasurer, who is the Management Committee member with general financial responsibility, ensuring that appropriate financial systems and controls are in place.

Article 9: Secretary

9.1 The General Assembly elects an IFMGA Mountain Guide with domicile in Switzerland as Secretary for a period of 3 years, which can be extended for further periods without restriction.

9.2 The Secretary runs the office; manages the administrative tasks of the Association; is responsible for proper book-keeping; and reports to the Management Committee. The Secretary attends Management Committee meetings, but is not a voting member.

Article 10: Auditors

10.1 The General Assembly appoints as Auditing Agency a Swiss auditing company, which is supervised by the government according to the Swiss Law SR 221.302. The appointment is made at the Autumn General Assembly, and may be repeated annually without restriction.

10.2 In addition the General Assembly appoints up to 2 IFMGA Mountain Guides as internal Auditors.

Article 11: Discrimination

The IFMGA rejects any form of discrimination including (but not limited to) discrimination based on age, disability, race, religion, sex and sexual orientation.

Article 12: Changes to the Bylaws

Changes to the Bylaws require a two-thirds majority of Members present and voting at a General Meeting, including any proxies.

Article 13: Dissolving the IFMGA

13.1 A vote to dissolve the IFMGA requires a four-fifth majority in both criteria of Members present and voting, including any proxies.

13.2 If the IFMGA is dissolved or liquidated, the General Assembly decides on the use of any surplus assets and appoints liquidators.

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