
ICOM WORKING GROUP ON NATIONAL COMMITTEES (NCWG)

Mandate 2023 – 2025

ARTICLE 1 – STATUS

In accordance with the Article 5.1 of the ICOM Internal Rules, “*the President of ICOM may, with the approval of the Executive Board, establish temporary Working Groups for special purposes; define their mission, term of office, membership and their duration. The Chair of each Working Group submits its report to the President of ICOM and the Executive Board*”.

At its 141st Session (Paris, 9-10 December 2019), the ICOM Executive Board confirmed the establishment of an ICOM Working Group on National Committees (NCWG) in accordance with the Article 5.1 of the ICOM Internal Rules. The National Committees Working Group (hereinafter the “**Working Group**” or the “**NCWG**”) will provide expert advice to the ICOM President, the Executive Board and the Secretariat on the adherence of the National Committees to the *ICOM Statutes* and *Internal Rules*.

ARTICLE 2 – MISSIONS

The mandate of the Working Group will be to address a wide range of issues which have, over time, been identified by ICOM as a whole, its members, the National and International Committees, as well as the Executive Board and the Secretariat.

The mandate will also take into account a range of items previously considered by the Membership Working Group (August 2017) and any recent ICOM and Working Groups recommendations and policies as they apply to the wider remit of the NCWG.

Within its mandate the NCWG will consider four (4) broad themes:

- **Governance:** Ensuring good interaction with ICOM and promoting compliance with its *Code of Ethics, Statutes, Internal Rules* and procedures.
- **Membership:** Ensuring operational consistency and equity across diverse National Committees.
- **Function, purpose and effectiveness:** Clarity on the role of National Committees.
- **Operational:** Exploring ideas on effectiveness.

Governance

- The manner in which National Committees currently adhere to *ICOM Statutes* and *Internal Rules* in their constitutions and operations.
- An assessment of Governance structures which, while allowing for distinctive national legal jurisdictions and systems, as well as scale of national committees, nonetheless, assures a measurable consistency across ICOM National Committees.
- Determine to what extent flexibility can be reasonably considered in relation to rules governing the rotation and changing of National Committee Board membership, especially where such Committees may be particularly small. At the same time ensure that there is no culture of ‘lifetime memberships’ on such committees.

Membership

- Determine membership criteria in a manner which while complementing *ICOM Statutes* allows for greater clarity and consistency at National Committee level. Considers and

clarifies to what extent, limited or otherwise, divergence may be allowed for depending on local circumstances. Will consider the diversity of existing arrangements and make recommendations which may be applicable across National Committees.

- The NCWG will clarify with the Secretariat on the most workable solution, applicable internationally, for diverse categories of membership and the role of related membership categories such as associate membership and supporting membership.
- Provide clarity on how membership applications from countries without National Committees or contentious applications should be addressed.
- Reflect on membership fees and structures especially in relation to members who may have limited opportunity to avail of some of the membership benefits in populous regions with large concentrations of museums. The NCWG will emphasize the benefits of being a member of ICOM and how membership can attract prospective new members. The NCWG will consider whether fee rates should allow for variability to allow for sometimes rapidly fluctuating conversion rates.

Function, purpose and effectiveness

- Consider what methods might be suitable, and applicable internationally, to assess the efficacy of National Committees. What purpose should they be serving and how can this be evaluated by the Secretariat?
- In jurisdictions where there is no accreditation or regulation of museums should National Committees be afforded a role in ensuring compliance with the *Code of Ethics* and overall accreditation, or be involved with a periodic evaluation and / or the development of criteria for such evaluations.
- Just as ICOMOS has a defined role in advising national governments on the selection of World Heritage Sites should ICOM National Committees have an expanded role in advising governments and relevant departments on museum-related issues, such as legislation or related topics?

Operational

- The NCWG will make recommendations on a series of simple guidelines that may be adapted to facilitate the transfer of information between Paris and the National Committees and the transfer of data between a National Committee Board and its subsequent Chair and Membership Secretaries.
- In a similar vein the NCWG will encourage basic protocols for communication between ICs and NCs especially when the former is hosting a conference or an event in a given jurisdiction.
- The NCWG will agree recommendations on what might be reasonably expected on facilitating communications between National Committees and International Committees, as well as communication with the Paris-based Secretariat.
- Concerns in relation to the use and employment of data for ICOM's IRIS system will be articulated and addressed where practicable.

ARTICLE 3 – COMPOSITION OF THE WORKING GROUP

3.1. Appointment of members

In accordance with the *ICOM Internal Rules* (art. 5.1), the President of ICOM may, with the approval of the Executive Board and in accordance with the nomination process for Standing Committees and Working Groups, define the membership of the Working Group.

The Working Group shall be composed of at least **10 members** and a maximum of **15 members** (including *ex officio* members).

3.2. Eligibility and restrictions

The members of the Working Group shall be:

- Individual members of ICOM in good standing;
- Individual with a strong knowledge of ICOM, its bodies, organs and network;
- Individual with previous or current experience and knowledge in the management of a National Committee of ICOM, as separate legal entity under the national law;
- Individual with an understanding of the ICOM membership criteria and membership management.

The following restrictions apply:

- No ICOM member shall be appointed to more than two (2) ICOM Standing Committees or Working Groups at the same time.
- No ICOM member shall be appointed as *Chair* of more than one (1) ICOM Standing Committee or Working Group at the same time.
- ICOM Executive Board Members, the Chair of the Advisory Council and the Spokesperson for the National Committees and International Committees shall not be appointed as Chair of ICOM Standing Committees or Working Groups.

3.3. *Ex-officio* Members

In addition to the members appointed by the ICOM President, the Working Group also includes:

- the President of ICOM;
- one (1) or two (2) Executive Board representatives.

The Director General can take part in the Committee meetings but not in voting. A contact person from ICOM Membership Department will support the work of the NCWG.

3.4. Cooperation with other ICOM Standing Committees and Working Groups

The Working Group shall work closely with the Working Group on the future of International Committees (ICWG) and the Working Group on Statutes and Rules (WGSR) when questions about the governance, structure and functioning of National and International Committees arise.

3.5. Appointment and role of the Working Group Chairperson

The Chairperson of the Working Group shall be appointed by the ICOM President, with the approval of the Executive Board. The Chairperson shall, with the support of ICOM Secretariat, prepare, convene and chair the meetings of the Working Group.

ARTICLE 4 – FUNCTIONING

4.1. Meeting and working method

The Working Group shall meet either face-to-face or online as often as their duties require or at the request of the ICOM Executive Board. The Working Group shall perform most of its work online.

4.2. Agenda and convening of the meetings

The Chairpersons of the Working Group shall set the agenda, in consultation with ICOM Secretariat, and convene meetings by a reasonable deadline.

4.3. Voting and minutes

The Working Group's proposals are adopted by simple majority and the diversity of views and proposals shall be reflected in the minutes and reports.

Minutes shall be drafted and/or reviewed by the members of the Working Group.

ARTICLE 5 – REPORTING

The Chairperson of the Working Group shall submit regular reports (or upon request) on the progress of the work, to the President of ICOM and the Executive Board, in accordance with of the *ICOM Internal Rules* (Article 5.1).

The report shall clearly describe each proposal and its consequences to provide the Executive Board with sufficient information to make well informed decisions.

ARTICLE 6 – COMPENSATION

ICOM does not compensate Working Group Members or reimburse expenses incurred such as travel, hotel and other costs, unless otherwise instructed by the Executive Board.

ARTICLE 7 – TERM OF MANDATE

The Working Group will begin its mission in June 2023 and run until the next General Conference in Dubai in 2025, unless the Executive Board of ICOM expressly decides to dissolve it.