



Consolidated text of Statutes of Polski Komitet Zielarski

CHAPTER I – GENERAL PROVISIONS

§ 1

The Association operating under these Statutes is a registered Association and is called the Polish Herbal Committee (Polski Komitet Zielarski).

§ 2

Polish Herbal Committee, hereinafter referred to as the Committee, operates within the territory of the Republic of Poland and other countries. The Committee's registered seat is the City of Poznań.

§ 3

The Committee is registered for indefinite time and has legal personality.

§ 4

The Committee may be a member of national and international associations of the same or similar operation profile.

§ 5

The Committee is entitled to use a seal and badges in line with the applicable regulations.

§ 6

The Committee bases its activities on voluntary work of its members. It may also employ workers for conducting the Committee's work, including its members.
Members of the Board can be given a remuneration for activities carried out as a part of their function. Conditions and amount of the remuneration to be paid to the members of the Board are indicated at the General Meeting in the form of a resolution.

CHAPTER II – OBJECTIVES AND SCOPE OF ACTIVITIES

§ 7

Polish Herbal Committee deals with the issues concerning herbal raw materials, herbal medicinal products, herbal preparations – including semi-finished products, spices, herbal cosmetics, herbal and fruit tea, problems regarding home and foreign trade in finished products and raw materials, as well as scientific research in the fields under consideration.

§ 8

The objects of the Committee are, among others, as follows:

1. to develop and propagate herbalism and phytotherapy.
2. to support scientific research and technological progress in herbalism and phytotherapy.
3. to disseminate knowledge about herbalism and phytotherapy.
4. to conduct opinion-forming and sponsorship activities.
5. to ensure forum for unrestricted and comprehensive discussions on herbalism and phytotherapy.
6. to promote ethical standards in trade, agriculture, industry, science and other domains connected with herbalism and phytotherapy.
7. to represent interests of the members before legislative and executive authorities, local government administration bodies and local self-government authorities as well as state organisational entities.
8. to integrate the community of herbalists.
9. to support plantation, processing and commercial activities and striving for high quality thereof.

§ 9

The Committee carries out its objectives through:

1. supporting modern methods of growing herbs.
2. cooperation with competent authorities in formation of legal regulations regarding herbalism.
3. organising and conducting courses, trainings, conferences, seminars and lectures.
4. organising and conducting occasional/special events.
5. popularisation of knowledge on herbal medicinal products through specialist publications and mass media.
6. cooperation with other organisations of similar character at home and abroad.
7. conducting business activity in accordance with provisions of these Statutes and on the basis of applicable regulations.

CHAPTER III - MEMBERS, THEIR RIGHTS AND OBLIGATIONS

§ 10

The Committee associates ordinary, supporting and honorary members.

§ 11

An ordinary (individual) member may be every adult real person with full capacity to perform acts in law who approves the objectives of the Committee, undertakes to pay the annual membership fee in the amount fixed by the General Meeting of Members as well as signs the Membership Declaration voluntarily and is admitted by the Board of the Committee.

§ 12

A supporting member may be a real or legal person interested in the meritorious activities of the Committee, who declares financial support and is admitted on the basis of a written declaration by resolution of the Board of the Committee.

§ 13

Honorary membership is granted by the General Meeting of Members of Polish Herbal Committee to the persons who significantly contributed to the Committee's activities or accomplishment of its objectives.

§ 14

Ordinary members have the right to:

1. elect and be elected members of the Committee's governing bodies.
2. participate in the activities of the Committee and receive information concerning the activities, as well as use devices and recourse to assistance in order to accomplish the objectives set out in the Statutes.
3. file motions and proposals concerning the Committee's activities.
4. wear the badge of the Committee.

§ 15

1. Supporting members – legal persons – operate through their authorised representatives.
2. Supporting and honorary members are vested with the rights provided in § 14, subsections 2-4.

§ 16

Members' obligations include:

1. Ordinary members:
 - a) active participation in accomplishment of the Committee's objectives and tasks.
 - b) active participation in work of the Committee.
 - c) regular payment of membership fees and other charges set by the General Meeting of Members.
2. Supporting members:
 - a) participation in work of the Committee
 - b) providing regular financial support for accomplishment of the objectives and tasks of Committee

§ 17

The membership expires through:

1. Ordinary membership:
 - a) voluntary resignation submitted in writing,
 - b) deletion from the list of members by the Board in case of the member's failure to pay the membership fees,
 - c) loss of the capacity to perform acts in law.
 - d) death of the member,
 - e) conviction by final judgment of a common court to an additional penalty of deprivation of legal rights or for an act committed with base motives.
2. Supporting membership:
 - a) voluntary resignation submitted in writing,
 - b) deletion from the list of members by the Board in the event the member stops providing regular financial support for the activities of the Committee.

- c) loss of the capacity to perform acts in law,
- d) death of the member,
- e) conviction by final judgment of a common court to an additional penalty of deprivation of legal rights or for an act committed with base motives.

§ 18

The member concerned is entitled to appeal against the resolution regarding his deletion or exclusion to the General Meeting of Members. The appeal should be submitted in writing within 1 month after the delivery of the resolution.

CHAPTER IV – GOVERNING BODIES OF THE POLISH HERBAL COMMITTEE

§ 19

1. Governing bodies of the Committee are:
 - a) General Meeting of Members
 - b) Board
 - c) Main Auditing Commission
2. The term of office for governing bodies of the Committee is 4 years.
3. All members of the governing bodies of the Committee are elected.
4. Election of members of the governing bodies of the Committee is carried out by secret ballot.

§ 20

The General Meeting of Members of the Polish Herbal Committee:

1. Is the supreme authority of the Committee.
2. It may be ordinary or extraordinary.
3. The Ordinary Meeting is convened once during the term of office in the last quarter before the expiry of the term of office.
4. An Extraordinary Meeting is convened by the Board:
 - a) on the basis of the Board's resolution
 - b) on the request of the Auditing Commission within a period not longer than 2 months after adoption of the Resolution or receipt of the request, and contemplates the matters for which it has been convened.

§ 21

The General Meeting of Members is attended by the following persons with voting rights:

1. Founder members of the Committee as well as members of the Board and the Main Auditing Commission.
2. Ordinary members of the Committee.

§ 22

The General Meeting of Members may also be attended by invited guests with a consultative voice.

§ 23

The competence of the General Meeting of Members includes:

1. to decide about the direction of the Committee's activities.
2. to examine and approve reports on the meritorious and financial activities of the other governing bodies of the Committee as well as to decide about acknowledgement of the fulfilment of duties by members of the outgoing Board members.
3. to elect Board and Main Auditing Commission.
4. to resolve the amount of the membership fees.
5. to resolve the conditions and amount of the remuneration to be paid to the Members of the Board.
6. to award the title of an honorary member.
7. to resolve internal regulations.
8. to resolve amendments to the Statutes.
9. to approve resolutions of the Board concerning joining or retiring from other associations by the Committee.
10. to adopt the resolution about dissolution of the Committee.
11. to consider any other matters put forward by the Board, Main Auditing Commission, and members.

§ 24

1. Resolutions of the General Meeting of Members are adopted in open voting by an ordinary majority of votes, in the presence of at least half of the total number of the persons referred to in § 21 of the Statutes, and on the second fixed date, irrespective of the number of the persons present; resolutions on personal matters are adopted by secret ballot, except the resolutions on the matters referred to in § 23.7 and 9 of the Statutes.
2. The Board is obliged to notify the persons referred to in § 21 and §22 in writing about convening the General Meeting of Members at least one month in advance before the fixed date of the General

Meeting of Members, specifying the place, date and agenda of the Meeting, and in the case of an Extraordinary General Meeting of Members – additionally, information on whose request the Meeting is convened.

§ 25

The Board of the Polish Herbal Committee:

1. is composed of 11 to 17 members who elect:
 - President
 - 2 Vice Presidents
 - General Secretary
 - Treasurer
 - from 6 to 12 Board members from among themselves
2. The Board may co-opt new members to vacant seats in the number not higher than one-third composition of the Board.

In contracts between the Committee and a member of the Board, as well as in disputes with a member, the Committee is represented by a member of the Main Auditing Commission indicated in a resolution of the body.

§ 26

1. Resolutions of the Board are adopted by an ordinary majority of votes of the present members. In the event of an equal number of votes, the vote of the President shall be decisive or if absent – the vote of the Chairman of the Meeting shall prevail.
2. Meetings of the Board are held not less often than once in six months.

Documents which present the official position of the Board of the Polish Herbal Committee, whether they are published, disseminated, or shared with external institutions, need to be first approved in the form of a resolution by the Board adopted in accordance with section 1 of this paragraph.

§ 27

The competence of the Board includes:

1. to represent the Committee outside and act on its behalf through 2 members of the Presidium of the Board, including the President or Vice President and another member of the Presidium of the Board.
2. to manage the activities of the Committee, to carry out the objectives of the Committee in accordance with the Statutes and Resolutions of the General Meeting of Members.

3. to establish sections which are component units of the Committee under these Statutes.
4. to establish and dissolve Issue-Specific Committees, as the need may be, and supervise their activities.
5. to resolve plans and monitor their accomplishment.
6. to resolve budgets of expenses and revenues.
7. to prepare materials for the General Meeting of Members, including the materials concerning the budget and finances.
8. to adopt resolutions on financial matters and business activity.
9. to raise funds for the Committee and dispose of them.
10. to manage assets of the Committee in accordance with the directions set by the General Meeting of Members of the Polish Herbal Committee.
11. to adopt other resolutions concerning activities of the Committee that are not reserved in the Statutes for other governing bodies of the Polish Herbal Committee.
12. to supervise the work of the Board Office.
13. to delete from the list of ordinary members in case of the member's failure to pay the membership fees.
14. to delete from the list of supporting members in case of the member's failure to provide regular financial support of the Committee's activities.

§ 28

The Board elects a Presidium from among themselves by a majority of the members present, composed of 5 members, including the President, 2 Vice Presidents, General Secretary, Treasurer.

§ 29

The scope of responsibilities of the Presidium of the Board includes:

1. to manage the current activities of the Committee in the period between meetings of the Board.
2. to supervise, coordinate and control the activities of Sections and Issue-Specific Committees.
3. to develop draft operation plans and budgets for the Committee.
4. to initiate and conduct other work resulting from provisions of the Statutes and not reserved for the competence of the Board.
5. Meetings of the Presidium are held at least once in 4 months.

§ 30

The Main Auditing Commission:

1. is composed of 3 members.
2. the members elect the Chairman and Secretary from among themselves.
3. resolutions of the Auditing Commission are adopted in the presence of 3 members of the Commission.

§ 31

The competence of the Main Auditing Commission includes:

1. to carry out an annual audit of the overall activities of the Committee, taking into consideration in particular its financial activity.
2. to submit conclusions resulting from the audit to the Board.
3. to participate through its representative in the meetings of the Board and Presidium with an advisory vote.
4. to prepare reports and submit proposals concerning acknowledgement of the fulfilment of duties by outgoing Board to the General Meeting of Members.

Provisions of § 25.2 apply respectively.

CHAPTER V – ASSETS OF THE COMMITTEE

§ 32

The assets of the Committee constitute real estates, funds and other property rights.

§ 33

1. The funds comprise:
 - a) membership fees of ordinary members and financial support from the supporting members,
 - b) subsidies, bequests and donations,
 - c) earnings from business activity,
 - d) income from events,
 - e) other earnings and income from the assets of the Committee,
 - f) income from movable property and other property rights.
2. For the purpose of obtaining the funds referred to in section 1 of this paragraph, the Committee may undertake business activity, either alone or in cooperation with other business entities, as well as establish foundations and companies.

3. The Committee uses the obtained funds for financing its statutory activities.
4. Such funds may also be intended for:
 - a) servicing of the Committee,
 - b) purchasing state bonds, making contributions to companies and other activities increasing the volume of the funds held, conducting business activity, the proceeds of which are intended for carrying out the statutory objectives.

§ 34

1. The Committee keeps accounting according to the applicable regulations. The forms and mode of keeping books are determined by the Board. The accounting year is the calendar year. The assets of the Committee are intended for carrying out and financing the statutory activities. The financial activity of the Committee is carried out on the basis of the budget resolved for a given calendar year.
2. Two members of the Presidium of the Board including the President or Vice President and Treasurer are authorised to make declarations of will concerning financial and property matters as well as to incur financial obligations in the name and on behalf of the Committee.

CHAPTER VI – AMENDMENTS TO THE STATUTES AND DISSOLUTION OF THE COMMITTEE

§ 35

Amendments to the Statutes and dissolution of the Committee are effected:

1. On the basis of the Resolution of the General Meeting of Members of the Polish Herbal Committee adopted by the majority of 2/3 votes in the presence of half of the members or irrespective of the number of members present, on the second fixed date after 2 hours of waiting – only in the event such matter was included in the agenda of the General Meeting of Members.
2. The resolution concerning dissolution of the Committee shall determine the mode of carrying out liquidation and the purpose to which the assets of the Committee should be appropriated.
3. A report on liquidation acts is prepared and submitted to the National Court Register.