

## Procedures of the IFOAM Apiculture\* Forum

### Name

The name of the IFOAM body is **IFOAM Apiculture Forum (IAF)**.

### Nature of the body

The IFOAM Apiculture Forum is an organ within the IFOAM Action Group, organizing interested IFOAM members and associates including beekeepers, honey collectors, farmers, institutions, civil society and other organizations related to bees and apiculture.

(\* Note: Though in many places, beekeeping and apiculture are used interchangeably, apiculture is understood to include beekeeping as well as other forms of wild honey collection)

### Objective

The purpose of IFOAM Apiculture Forum is

- to pursue IFOAM's objectives within the topic of organic apiculture and strategies within Principles of Organic Agriculture and within the Definition of Organic Agriculture
- to represent its members within IFOAM
- to represent its members to the outside
- to be a platform for discussion and exchange of ideas on how to improve the health and vitality of bees and the further development of organic apiculture standards
- to promote organic apiculture through local and international events like the Apiculture Conference in Argentina 2016
- to enhance the awareness of bees and their positive impact on the organic agriculture sector
- to launch development strategies for the organic apiculture sector
- to include all forms of apiculture, including indigenous, wild and traditional apiculture practice systems
- to promote best practices and unique innovations in organic apiculture amongst IFOAM members and to the outside

### Membership

There are two categories of affiliation with the body:

- **Member** (with voting right) and **Associate** (without voting right).

The basis for which category of affiliation is appropriate is the membership status in IFOAM and active participation in group activities or discussions.

Furthermore, there are also two categories of Members (with voting rights).

- **Organizations**: representatives are encouraged to join as organizations if possible to reduce overlap and to involve broader representation.

- **Individuals**: in cases where an individual (Global IFOAM Supporter) does not represent an organization and is actively involved, individual membership is appropriate.

**The criteria for membership are**

- membership in IFOAM
- professional relation to the principles of organic apiculture
- commitment to participate in group activities and/or discussions

The IFOAM Apiculture Forum Board may decide admission of members (both individual and organization) and associates. It may expel affiliates that act against the Federation's objectives or interests. The decisions may be appealed to IFOAM. The IFOAM Apiculture Forum may invite non-members to meetings as observers.

**Organs**

The official organs of the IFOAM Apiculture Forum are

- The General Assembly (GA) of members of the IAF
- The IAF Board
- The Coordinator installed by the Board
- The Treasurer installed by the Board
- Temporarily IAF Task Forces for specific tasks installed by the Board

**The General Assembly**

A General Assembly (GA), either face by face meeting or internet meeting, of the members shall be held at least every three years. It will be announced in writing by the IAF Board three months in advance.

During the GA, the group elects the Board and any relevant or necessary offices within the group will be determined, defined, and elected by majority vote as well as any important decisions or position papers.

The GA decisions are made by majority vote, with at least one third of the members represented to establish a quorum. Voting is open or by secret ballot, if so requested by one member. Voting may take place over e-mail or skype given the circumstances of the meetings. Members have one vote. Associate members cannot vote. Votes by written proxy are permitted, but restricted to a total of five votes per person.

Decisions of the GA are recorded in Minutes, which are signed by the Chair and distributed to all the members and to global IFOAM.

On the written request of 25 % of the members, the IFOAM Apiculture Forum Board or on request of the global IFOAM Board, an extraordinary GA shall be called.

### **The IAF Board**

The IFOAM Apiculture Forum Board will be elected by the GA for three years.

The Board will consist of at least 5 members, representing different stakeholder groups and geographic regions. Criteria for membership on the IAF Board are as follows:

- Willingness and availability to perform Board duties
- Active involvement in prior activities and discussions of the group
- Knowledge and expertise in area relevant to IAF objectives

The IAF board appoints a coordinator for three years and decides all issues not yet determined by the GA. The Board is responsible for the efficient management of the IAF and represents the position of IAF to broader audience. The IAF constitutes itself and elects a chair by majority vote. The IAF Board takes decisions by consensus with at least half of the members present. Consensus on an issue will be tested by open vote. Respectful and collaborative discussion is expected of all Board members. On the request of three members of the board a Board meeting is called with six weeks notice.

The IAF Board appoints a secretariat, which may consist of one or more individuals as is appropriate to fill the needs of the group. The responsibility of this (these) office(s) is to ensure the execution of Board decisions and coordinate group logistics and communications. The secretariat performs these duties under the supervision of the IAF Board.

### **The IAF Coordinator**

The coordinator shall be the point of contact with IFOAM, and shall be responsible for communication with the IAF members. The coordinator is (i) facilitating the GA meetings, (ii) writing the minutes of the GA, and (iii) executing the tasks mandated by the Board.

### **IAF Task Forces**

The GA or the IFOAM Apiculture Forum Board may set up temporary Task Forces, and delegate specific tasks or authorities to such bodies or to individuals.

### **Amendments, Modifications**

The IAF Board may unanimously pass provisional amendments of these rules that remain in force until the relative decision is taken at the GA. Any such amendments have to be made known to all members at least three months before they are implemented. Any modification of the rules proposed by the IAF Board should be sent to the members not less than two months before the next IAF GA.

Any amendments to the Procedures must be shared with the IFOAM Executive Director before they enter into force.

**Finances**

Membership fees may be fixed by the IAF Board. Membership fees are invoiced together with Global IFOAM fees by Global IFOAM. Membership fees may be deemed necessary and established at a later date by the IAF Board.

**Communication with IFOAM**

All relevant decision shall be communicated on regular basis to Global IFOAM Board in English.

**Termination**

When the IFOAM Apiculture Forum is terminated its remaining assets shall be transferred to Global IFOAM.

Submitted for WB approval, May 28, 2015 by:  
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Approved by the IFOAM World Board on June 1, 2015 in Korea