

## **Guidelines to appropriate governance of the IPA Copyright Committee**

### **1. The International Publishers Association (IPA)**

The IPA is a federation of national, regional and specialist publishers' associations. Its membership comprises organizations from countries in Africa, Asia, Australasia, Europe and the Americas. Based in Geneva, Switzerland, the IPA represents the interests of the publishing industry in international fora and wherever publishers' interests are at stake.

### **2. The Guidelines**

2.1. The present Guidelines were adopted by the IPA General Assembly on 11 April, 2016, and may be amended by the General Assembly pursuant to article 25 of the IPA Statutes.

2.2. The Guidelines are coherent with the Statutes of the IPA. In case of a conflict between the Statutes and the Guidelines, the Statutes shall prevail.

### **3. Constitution**

3.1. Membership of the Copyright Committee shall be open to representatives or designees of Full Members who are mandated by their respective organizations to represent them in the field of copyright. The Copyright Committee members shall elect their Chair from among the Copyright Committee members.

3.2. Participation in the Copyright Committee meetings is open to representatives of any Member organization with copyright policy expertise.

3.3. The Copyright Committee Chair may invite guests to participate in Copyright Committee meetings from time to time as appropriate.

### **4. Tasks**

4.1. The objective of the Copyright Committee is to strengthen the protection and promotion of copyright. The Copyright Committee develops agreed IPA positions on copyright and copyright-related issues. It is a forum for debate and for information sharing between IPA member organizations.

4.2. The Copyright Committee is the advisory body on copyright matters reporting to the Executive Committee, and shall enjoy necessary administrative support from the IPA Secretariat.

## **5. Decisions and voting**

5.1. The Copyright Committee, in its advisory role, may draft analyses or reports on copyright and copyright-related matters for internal IPA use, independently of other IPA bodies or IPA officers.

5.2. Common IPA positions on copyright and copyright-related issues meant for public distribution may be proposed by the Secretariat or the Copyright Committee in consultation with the Secretariat, and should be adopted by consensus among the Copyright Committee members before any public distribution.

5.3. Recommendations by the Copyright Committee regarding membership admission or status of an organization are adopted by majority vote. The resulting written recommendations should reflect majority and minority views concerning the recommendations.

5.4. Only Copyright Committee members have the right to vote. No more than one representative or designee per Member association may vote. In the event of a tie, the Chair of the Copyright Committee may have the casting vote.

5.5. Meetings of the Copyright Committee shall be minuted. Whenever a vote takes place, the proposal/motion and the result shall be recorded fully in the minutes, including invalid ballots, votes pro, opposing votes, and abstentions. Minutes are to be made available to any IPA member organization upon written request.

Amended 12 October 2017