



Draft Statute/Articles of Association of the Islamic Food Processing Association of Islamic Organisation for Food Security (IFPA)

Name and headquarters

Article 1

The Islamic Food Processing Association (IFPA) is a non-profit association governed by the present statute and, secondarily, by Article 2 of the Statute of IOFS regarding its subsidiary institutions.

Article 2

The Association's headquarters shall be located in Nur Sultan, Republic of Kazakhstan, which is the headquarters of IOFS.

The Association shall be of unlimited duration.

Purposes and Objectives

Article 3

The Association shall pursue the following aim(s):

- To provide such services as advocacy on behalf of food processors within the IOFS Member States;

- To facilitate business linkages and strategic partnership in the field of food processing among members;
- To identify potential partnerships and investment opportunities in the field food processing within IOFS Member States;
- To engage IOFS Member States and private Sector on issues and challenges relevant to food processing industry;
- To exchange researches, studies, new innovations and techniques in order to provide members with up-to-date information on legislative and regulatory developments in IOFS Member States vital to the industry;
- To Develop effective mechanisms to promote access to credit and markets within the frame work of OIC Trade Preferential System (TPS-OIC) or any other agreements entered into by OIC or IOFS;
- To help small and Medium-sized agro-food producers to penetrate international markets;
- To contribute to increasing Member States' export revenue through value-added industrial processes;
- To assist farmers through development and dissemination of plant genetic resources for food and agriculture quality, input supply, farm organization and management, post-harvest handling, provision of technologies of production and handling, grading criteria and facilities, cooling and packaging technologies, storage, transport, finance, and feedback from markets;
- To streamline the value chain through Agriculture Commodity Markets;
- To develop strategies for networking and sharing best practices through Committee and peer group meetings;
- To build strong linkages with agro-food support institutions such as banks, vocational and research institutions, standardizations agencies, farmers' associations etc.;
- To facilitate technology transfer among Members;
- To facilitate intra-OIC trade in the area of processed food;
- To facilitate and/or organize professional fora (Conferences, Symposiums, Meetings, Fairs, Exhibitions, Workshops, on capacity building, development of human capital, system and processes including Halal food development

Resources

Article 4

The association's resources come from:

- donations;
- endowments or legacies;
- private and public subsidies;
- membership fees;
- any other resources authorized by the law.

The funds shall be used in conformity with the association's aims.

Members

Article 5

Membership shall be drawn from IOFS or OIC Member States and relevant OIC Institutions and is open to individual companies and Associations working in the field of Agro-Food industry and food processing. Companies and Associations can apply to become Ordinary Members or Associate Members.

The Association comprises:

One: **Ordinary Members** include national apex bodies of processors' of any one food item such as fish, dairy, meat, date, grain processors' associations, individual public and private companies working in the field of Agro-food industry and food processing whose investment capital is not below US \$3-5 million.

Two: **Associate Members** include government and private sectors support bodies such as bureaux of standards, export promotion agencies, investment promotion agencies, research institutions, farmers' associations, manufacturers of agricultural in-puts and implements etc.

Three: **Honorary Members** include those individuals who may be nominated by the Executive Board by virtue of their scientific, technical work or public service and are concerned in the improvement and development of food processing and the AGM ratifies this nomination.

Requests to become a member must be addressed to the Executive Board. The Board admits new members and informs the General Assembly accordingly.

Membership ceases:

- a) by written resignation notified to the Board at least six months before the end of the financial year;
- c) by exclusion ordered by the Board, for just cause, with a right of appeal to the General Assembly. Appeals must be lodged within 30 days of the Board's decision being notified;
- d) for non-payment of dues for more than two years.

In all cases the membership fee for the current year remains due. Members who have resigned or who are excluded have no rights to any part of the Association's assets.

Only the assets of the Association may be used to meet commitments. Members have no individual responsibility.

Organs

Article 6

The Association's organs are:

- a) The General Assembly (AGM),
 - b) The Executive Board,
 - c) The Secretariat.
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General Assembly

Article 7

The General Assembly is the Association's supreme authority. It is composed of all the members.

It shall hold an Ordinary Meeting once each year, preferably during the Annual General Assembly of IOFS. It may also meet in extraordinary session whenever necessary, by decision of the Board or at the request of one-fifth of the members.

The General Assembly shall be considered valid regardless of the number of members present.

The Board shall send notice of the meeting to members at least six weeks in advance. The convocation, including the proposed agenda, shall be sent to each member at least 10 days prior to the date of the meeting.

Article 8

The General Assembly:

- a) shall approve the admission and expulsion of members;

- b) appoints the members of the Board and elects, at a minimum, the President, the Secretary and the Treasurer;
- c) notes the contents of the reports and financial statements for the year and votes on their adoption;
- d) approves the annual budget;
- e) supervises the activity of other organs, which it may dismiss, stating the grounds therefore;
- f) appoints an auditor for the Associations' accounts;
- g) decides on any modification of statutes;
- h) decides on the dissolution of the association;
- i) fixes the annual membership fees.

Article 9

The General Assembly is presided over by the President of the Association, who shall also be the President of the General Assembly of IOFS

Article 10

Decisions of the General Assembly shall be taken by a simple majority vote of the members presents and voting. In case of deadlock, the President shall cast the deciding vote.

Decisions concerning the amendment of the Statutes and the dissolution of the Association must be approved by a two-third majority of the members present.

Article 11

Votes are by a show of hands. If requested by at least five members, they take place by secret ballot.

Article 12

The agenda of the ordinary annual session of the General Assembly must include:

approval of the record of the previous General Assembly

- the Board's annual report on activities
 - report of the treasurer and of the auditor
 - setting of membership fees
 - approval of the budget
 - approval of reports and accounts
 - election of Board members and auditor
 - other business
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Executive Board

Article 13

The Board is authorized to carry out all acts that further the purposes of the Association. It is authorized to manage the Association's business.

Article 14

The Executive Board of Association shall compose of ten members, including the Chairman. Members are elected by the General assembly based on equitable geographical distribution and in accordance with Article 12 of the Statute of IOFS.

Article 15

The Board members act voluntarily and can only be compensated for their effective and travel costs. Eventual fees cannot exceed that paid for official commissions. For activities exceeding the usual function, each Board member can receive appropriate compensation.

The paid employees of the Association have only a consultative vote in the Board.

Article 16

The functions of the Board are:

- to take all measures to attain the goals of the Association;
- to convene General Assemblies;

- to take decisions with regard to admission of new members, to resignations of members, and to their possible expulsion;
- to ensure the Statutes are applied, to draft rules of procedure, and to administer the assets of the Association.

Article 17

The Secretariat

IFPA shall have a Secretariat to implement the day-to-day activities of the Association. Pending the establishment of a separate Secretariat, it shall be vested in the Directed General of IOFS, who shall run the day-to-day activities through a relevant Division of the IOFS Secretariat. The Director-General shall be answerable to the Executive Board of the Association with regard to the powers vested in the Board under this Statute.

Various provisions

Article 18

The financial year shall begin on 1st of January and end on 31st of December of each year. The treasurer is responsible for the finances of the association.

The auditor appointed by the General Assembly shall audit the Association's accounts every year.

Article 19

In the case of the association being dissolved, the assets should be allotted to IOFS. The goods cannot be returned to the founders or members, nor be used to their own profit.

The present Statutes have been approved by the IOFS General Assembly of ... at ...

Chairman of Association

Secretary