



इकोमस नेपाल
ICOMOS Nepal

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recently taken PP
size photo.

MEMBERSHIP APPLICATION FORM

(For detailed information about Membership and Ethical Commitment Statement, please refer to the pages following this page)

I wish to apply for (please tick or fill inside the appropriate box or copy-paste ■)

☐ Active Membership

☐ Affiliated Membership - ☐ Professional ☐ Student ☐ Institutional

Title	Surname/Family Name	Given/First Name
Affiliated Institution/Organization (Name, Address and Contact No.)		
Professional Expertise/Field of Study/Works that best describe your discipline:		
Personal Address:		Mailing Address:
E-mail Address:		Contact Number:
Date of Birth (needed for ICOMOS Experts' Database) DD/MM/YY :		

Recommended by (Official ICOMOS Nepal Member)

Name:	Membership No.:	Signature:
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Are you interested in seeking membership of ICOMOS International? ☐ Yes ☐ No
(ICOMOS Nepal can recommend and facilitate ICOMOS International Membership)

In signing this form, I accept the terms and conditions of membership to ICOMOS Nepal. I have also read and signed the bottom of the Ethical Commitment Statement for ICOMOS Members and have submitted this as part of my application along with relevant documents outlined in article 2.2 of membership information sheet.

(Applicant's Signature)
Date:

NB: Filled forms can be sent via email or by post.

For official use only

ICOMOS Nepal Membership No.:	ICOMOS International Membership No.:
Issued on:	Issued on:
Approved by:	

DETAIL INFORMATION ABOUT MEMBERSHIP

1. Membership Information

- 1.1. Membership is open to any person of Nepali citizenship, or institution registered in Nepal and engaged in the conservation, protection, rehabilitation and enhancement of cultural heritage sites and places.
- 1.2. The following categories of membership are open:
 - a) **Active Members:** Qualified Nepali citizens may obtain active membership following the qualifications for membership in accordance with article 7 of the ICOMOS Nepal constitution.
 - b) **Affiliate Members** (three sub categories): i. Professionals, ii. Students, iii. Institutions
Affiliate membership can be obtained by following the articulate process and paying the appropriate dues. These members will not have voting rights.
 - c) **Honorary Members:** This is only for information: there is no provision for applying this type of membership. The Executive Committee may grant honorary members to reputed social workers and other respected Nepali citizens, who have made significant contribution in the field of heritage preservation in Nepal, but these members will have no voting rights.

2. Application Requirements and Process:

- 2.1. First, please ensure that the following qualifications as per ICOMOS Nepal constitution are met, and that you have necessary documentation.
Qualifications for membership:
The following are the qualification requirements to obtain membership to this organization.
 - a. Nepali citizen
 - b. 18 years of age (completed)
 - c. Must not be have lost mental conscience
 - d. Must not be charged of corruption
 - e. Must not have been charged or sentenced on any criminal or corruption cases that may indicate a immoral personality
 - f. Must be a person (professional), student or institution directly of indirectly associated with the aims and objectives of this organization
 - g. In addition to above qualifications, an individual must have at least two years of in the field of heritage conservation/management to obtain the active membership.
- 2.2. Fill out and sign a completed application form (see above). The completed application form and supporting documents shall be sent by e-mail to icomosnepal@gmail.com.
 - a) For Individual or personal applicants:
 - A full professional Curriculum Vitae including a personal statement of relevant experience
 - Copy of citizenship certificate or passport (first two and last two pages of passport)
 - Copy of highest academic degree as related to heritage or allied education/training/experience.
 - b) For Institutional Members :
 - A cover letter on official letter head signed by authorized person.
 - Brochure/ Prospectus/ Memorandum of Association demonstrating relevant interest/experience in the conservation/promotion of cultural heritage sites and places.
 - Names, qualifications and roles of at least 2 person(s) in the organisation who promote heritage conservation.
- 2.3. A signed copy of the Ethical Commitment Statement for ICOMOS Members must be submitted with the application form
- 2.4. Payment of the correct admission fee by cash or direct deposit to ICOMOS Nepal bank account only after approval of membership application by EC.

3. TERMS AND CONDITIONS OF MEMBERSHIP

3.1. Membership fee and process of granting membership:

As per the article 6 of the ICOMOS Nepal constitution, the following categories of membership can be obtained:

- a. Active member:
 - i. The executive committee may decide to grant active membership to an individual seeking active membership by submitting appropriate application along with admission fee of NRs. 5000 and annual fee of NRs. 2000.
 - ii. Active members should pay annual renewal fee of NRs. 2000.
 - iii. Active members should renew their membership every year by the end of the fiscal year (end of Ashar month/15th July). After the renewal due date, renewal can be done by paying additional fine as well.
- b. Associate Members - Different types of associate membership may be obtained by individuals and institutions by applying for appropriate membership and paying following specific fees. These members do not have voting rights.
 - i. For professionals, associate membership requires a onetime admission fee of NRs. 2500 and annual fee of NRs. 1500.
 - ii. For students, admission fee NRs. 1500 and annual fee NRs. 500.
 - iii. For institutional members, admission fee NRs. 50,000 and annual fee NRs. 25,000.

3.2. Conditions for the void of validity of membership:

Any individuals will not retain the membership in following conditions:

- a. Non-Nepali citizen,
- b. Not completed 18 years of age,
- c. Lost mental conscience,
- d. Charged of corruption of public property
- e. Charged and Sentenced for any criminal or corruption case leading to immoral personality,
- f. Have personal benefit of interest in the organizations' business
- g. Have filed for bankruptcy
- h. Within one year of sentence from the court in charge of theft, cheating, money laundering or misuse of property under one's responsibility.

3.3. Termination of Membership:

- a. In following conditions, any one's membership will be terminated:
 - i. If the conditions outlined in article 8 of ICOMOS Nepal Constitution apply
 - ii. If voted to terminate the membership by a majority of 75% members of the General Assembly.
 - iii. If the resignation from membership is approved
 - iv. If proven in court of any misbehaviour in the organization's business
 - v. If undertaken any activities that are against the articulations made in the ICOMOS Nepal constitution.
 - vi. If the membership dues are not paid,
 - vii. If absent from 3 consecutive general assembly without any clarifications and valid reasons.
 - viii. If the organization is dissolved.In addition to the above mentioned clause as per ICOMOS Nepal constitution, the following may also result in termination of the membership:
 - ix. Each ICOMOS Nepal member shall be bound to comply with the Statement of Ethical Commitment adopted by ICOMOS in Madrid in 2002 and abide by it at all times. Failure to behave accordingly may result in dismissal.
 - x. If he/she or it is formally struck off the register by the General Assembly or Executive Committee of ICOMOS, or by resolution of the Executive Committee of ICOMOS Nepal, for failure to comply with the Code of Ethics and Standards of Practice or for any other valid cause.
- b. Before deciding on one's invalidity of membership - leading to termination of membership, the organization will provide the individual with appropriate notice and opportunity for clarification.

3.4. Appeals

All the appeals should be referred to the Executive Committee of ICOMOS Nepal. The decision of the Executive Committee of ICOMOS Nepal shall be final. The reasons for rejection shall be communicated to the person concerned.

3.5. Re-Admission

In case a member is expelled by the Executive Committee, he/she can be re- admitted by paying all pending dues to the Society. However, the decision of the Executive Committee shall be final.

INTERNATIONAL ETHICAL COMMITMENT STATEMENT FOR ICOMOS MEMBERS

PREAMBLE

ICOMOS, the International Council on Monuments and Sites, is the international non-governmental organisation, established in 1965 that works to promote the application of theory, methodology and scientific techniques applied to the conservation, protection and enhancement of the world's cultural heritage. It is an official advisory body to UNESCO, and to the World Heritage Committee on the implementation of the World Heritage Convention. The world's cultural heritage includes monuments, sites and places that range from the monumental to the vernacular; from cultural landscapes with intangible values which reflect layers of social traditions, to individual sites of community importance.

ICOMOS considers that the conservation of the world's diverse cultural heritage is the responsibility and privilege of current generations as well as the privilege and right of future generations.

Its members work in a diverse range of fields, engaging with local communities and recognising the economic contribution which heritage conservation makes to local and regional development.

The object of the ICOMOS Ethical Commitment Statement is to provide a tool to improve and clarify ethical conservation practice and principles useful amongst members, Associates, non-members and communities who are active in conservation.

The Ethical Commitment Statement will be reviewed every 6 years.

Article 1:

It is an ICOMOS member's responsibility to give professional advice and act in accordance with the charters and doctrine of ICOMOS, relevant international conventions¹, recommendations of UNESCO and other relevant Acts, codes and charters to which ICOMOS is legally committed.

Article 2:

The fundamental obligation of an ICOMOS member is to advocate the conservation of monuments, sites and places so that their cultural significance is retained as reliable evidence of the past, doing as much as is necessary to care for them and support their ongoing use and maintenance but adversely affecting them as little as possible. This requires a comprehensive, holistic, dynamic and often multidisciplinary approach to guarantee authenticity and integrity and to present and interpret significance. It requires the recognition of the historical and economic role of heritage conservation in local and world development.

Article 3:

ICOMOS members respect the diverse, dynamic tangible and intangible values of places, monuments and sites that may hold different meaning for various groups and communities, enriching human culture. Members are committed to promoting effective community involvement in conservation processes, through collaborating with people or communities associated with the monument, site or place and recognising, respecting and encouraging the co-existence of diverse cultural values.

Article 4:

ICOMOS members should maintain, refine and update their knowledge of contemporary conservation philosophy, practice and techniques including relevant legal requirements, where applicable furthering their development, exchanging information and sharing experience (subject to a client's or employer's right of confidentiality). ICOMOS members can also be members of the professional organisations affiliated with their training and field of work, adhering to their relevant codes and disciplinary standards.

Article 5:

ICOMOS members promote public awareness, appreciation, access and support for heritage, fostering informed debate, education, training programmes and in particular, international information exchange. They support fellow professionals and mentor junior colleagues by promoting ethical heritage conservation practice to advance the wider understanding of conservation philosophy, standards and methods. ICOMOS Committees are open to a diversity of appropriately qualified experienced and committed applicants for membership.

Article 6:

ICOMOS members recognise that many conservation projects require an interdisciplinary approach, needing collaborative teamwork amongst professionals, technicians, administrators and craftspeople and communities.

Article 7:

ICOMOS members are committed to ensuring that conservation decisions are based on adequate knowledge and research where viable options are explored and that chosen options are justified.

ICOMOS members ensure that complete, durable and accessible records are made of the conservation process and works carried out (including diagnostic examination, monitoring techniques, managerial methods, preventive conservation and restoration intervention) on all conservation projects for which they are responsible. Such documentation should be placed in a permanent archive (such as a national library) and made publicly accessible as promptly as possible, (subject to requirements of client/employer confidentiality, security and privacy), and where this is culturally appropriate.

Article 8:

In an emergency, where heritage monuments, sites and other cultural places are in immediate danger or at risk, ICOMOS members render all assistance practicable, provided they do not put their own health in jeopardy.

Article 9: ICOMOS members are personally and professionally accountable to their society and community for the authorship and validity of their advice, and for data collected, analyses performed and plans developed under their direction.

Article 10:

ICOMOS members actively discourage misrepresentation, false advertising and/or misuse of work and will accurately and fairly acknowledge, record and publicise the intellectual, material and practical contributions of others.

Article 11:

ICOMOS members oppose any manipulation or the concealment of results of necessary conservation work to meet outside demands. Subject to client/employer confidentiality, ICOMOS members ensure appropriate disclosure of the scope and limitations of their work, for example, limitations due to insufficient resources, budgetary constraints or other factors.

Article 12:

ICOMOS members act in an honest, impartial and tolerant manner. An ICOMOS member will always advise another member (where another member's involvement is known about) when undertaking a commission or providing a second opinion to assess or review work carried out by that member.

Article 13:

Members undertake to enhance and to uphold the dignity and reputation of ICOMOS. They conduct their professional activities in an open, honest, accountable and objective manner, avoiding bias or dishonesty. Members shall at all times avoid or publicly declare any real or apparent conflict of interest.

Article 14:

A member may not claim to act or speak on behalf of ICOMOS or one of its committees, without the authority of the relevant ICOMOS Committee.

Article 15:

Failure to observe the principles and obligations of this statement constitutes unprofessional conduct and may bring ICOMOS into disrepute. ICOMOS membership is contingent upon the member conforming to the provisions and the spirit of the Ethical Commitment Statement. Failure to observe the articles of this statement may cause sanctions against the member, including review of his/her ongoing membership.

This Statement is from time to time amended by the Executive Committee of ICOMOS and ratified by members of an ICOMOS General Assembly.

I, hereby, agree to support the spirit behind the articles of International Ethical Commitment Statement for ICOMOS Member.

(Applicant's Signature)

Date:

¹ (1) Including the UNESCO World Heritage Convention (1972), the Convention on the Means of Prohibiting and Preventing of Illicit Import, Export and Transfer of Ownership of Cultural Property (1970), the International Charter for the Conservation and Restoration of Monuments and Sites (Venice Charter) (1964) + subsequent Charters: the Florence Charter (Historic Gardens, 1981), the Charter for the Conservation of Historic Towns and Urban Areas (1987), the Charter for the Protection and Management of the Archaeological Heritage (1990), the Charter for the Protection and Management of the Underwater Cultural Heritage (1996), the International Cultural Tourism Charter (revised in 1999), the Charter on the Built Vernacular Heritage (1999), the Principles for the Preservation of Historic Timber Buildings (1999).