

RULES AND REGULATIONS OF THE INDUSTRY COMMITTEES

I. Role & Mandate

- (1) Industry Committees shall be established by the Director General, subject to the approval of the Board of Governors. Their role shall be to:
 - i. Work closely with IATA management, advising on campaigns, policy issues or questions associated with the operation of industry programmes.
 - ii. Advise the Board on industry issues, reporting through the Director General.
- (2) The mandates of the individual Industry Committee will be established by the Director General, subject to the approval of the Board of Governors. The mandates are detailed in Annex 1.
- (3) Policy recommendations developed by the Industry Committees shall be presented to the Board following adequate industry consultation.

II. Membership

- (1) Industry Committees shall be comprised of six to 20 members. The number of observers is limited to six. There are no alternates.
- (2) Members of the Industry Committees shall be appointed by the Director General on the basis of Member nominations. Nominees shall have a major responsibility for the strategic formulation and execution of airline policy.
- (3) The appointments shall take into consideration industry expertise, potential contribution to the Committee's work, regional representation and the views of the Industry Committee concerned.
- (4) Appointments shall be for a renewable period of up to two years and are subject to approval of the Board of Governors.
- (5) Each member shall act as a representative of the Association, and not as a representative of the airline Member.
- (6) The Committee Secretary will be appointed by the Director General.
- (7) Each Committee shall elect its Chair and Vice-Chair, whose term shall be for two years.
- (8) Each Committee may establish a Steering Committee to coordinate required activity between meetings with IATA management.
- (9) Membership shall terminate if the member misses two consecutive meetings, or if the member leaves his position in the airline. The Director General may fill vacancies on an interim basis.

III. Meetings & Procedures

- (1) Industry Committees shall meet as required, including by teleconference, video conference, or other electronic means.
- (2) Meetings shall be called by the Secretary, in consultation with the Committee Chair.
- (3) The Secretary shall normally give thirty days' notice of the meeting; at least ten days notice shall be given for a special meeting.
- (4) A majority of the Committee members shall constitute a quorum at any meeting.
- (5) The agenda of any meeting shall include any matter proposed by:
 - i. the Director General;
 - ii. any member of the Committee; or
 - iii. any Member of the Association – the Member proposing an item shall be entitled to attend the meeting of the Industry Committee;
 - iv. The Committee Secretary.

- (6) The Committees shall work on the basis of consensus. Should a vote be required, each Committee member shall have one vote, and decisions shall be taken only by a majority vote of the members present and voting. Issues may be considered and decisions taken via voice votes, via email or via any means agreed upon by the Committee.
- (7) Working Groups and Ad Hoc Task Forces may be established by Industry Committees, subject to the approval of the Director General. The Working Groups shall:
 - i. Provide technical advice on an on-going basis
 - ii. Work with IATA management on campaigns and issues
- (8) Working Groups shall be limited to a maximum of 10 members who shall be appointed by the relevant Industry Committee or its Steering Group, as applicable. The Committee Secretary shall provide the coordination between the activity of the Working Group and the Industry Committee.
- (9) Ad Hoc Task Forces may be established to address specific projects and shall be dis-banded once the project is completed.
- (10) Each Committee may establish its working procedures consistent with these Rules.
- (11) These Rules and Regulations may from time to time be amended by the Board.

Annex 1
Mandates
IATA Industry Committees

Cargo Committee

The Cargo Committee shall act as advisor to the Board of Governors, the Director General, and other relevant IATA bodies on all air cargo industry policy issues and develop policies/positions/action plans to resolve such issues. Areas of activity include:

- (i) Agent/carrier relations
- (ii) Cargo automation
- (iii) Cargo handling
- (iv) Cargo facilitation
- (v) Cargo-related regulatory development

Financial Committee

The Financial Committee shall act as advisor to the Board of Governors, the Director General, and other relevant IATA bodies on all financial matters connected with international air transport and in particular the following:

- (i) Revenue Accounting
- (ii) Taxation
- (iii) User Charges
- (iv) Fuel Trade
- (v) Clearing House
- (vi) Insurance
- (vii) Industry Accounting Guidelines
- (viii) Statistics
- (ix) Currency
- (x) Airline Cost Issues

Industry Affairs Committee

The Industry Affairs Committee shall act as advisor to the Board of Governors, the Director General, and other relevant IATA bodies on all industry affairs and aeropolitical matters connected with international passenger air transport. The Industry Affairs Committee shall develop industry positions, supervise policy implementation, and promote campaigning, particularly in the following areas:

- (i) Customer service, including passenger and airport services
- (ii) Facilitation
- (iii) Governmental, intergovernmental and other air transport policy
- (iv) Marketing and distribution
- (v) Scheduling
- (vi) Tariffs and pricing
- (vii) Antitrust immunity and competition law exemptions

Operations Committee

The Operations Committee shall act as advisor to the Board of Governors, the Director General, and other relevant IATA bodies on all matters that relate to the improvement of safety, security and efficiency of civil air transport. This will include, but not be limited to matters that relate to:

- (i) airline safety
- (ii) flight operations and global air traffic management
- (iii) engineering and maintenance
- (iv) security
- (v) aviation infrastructure

Environment Committee

The Environment Committee shall act as advisor to the Board of Governors, the Director General, and other relevant IATA bodies on environmental matters and act as the focal point in IATA on environmental issues. Specifically, the Environment Committee shall:

- (i) Monitor, assess and respond to environmental developments, policies and regulations of concern to IATA Member airlines
- (ii) Develop and recommend common industry positions on environmental issues
- (iii) Advise and, as necessary, implement strategies to promote IATA positions with regulatory bodies and stakeholders

Legal Committee

The Legal Committee shall act as advisor to the Board of Governors, the Director General, and other relevant IATA bodies on legal matters affecting Member airlines. The Committee shall:

- (i) act as an advocate for the air transport industry
- (ii) advise on the legal aspects of IATA Conference issues and services operated by IATA on behalf of the industry
- (iii) provide advice to IATA with respect to outside counsel
- (iv) advise and consent to litigation conducted by IATA on behalf of the industry
- (v) advise IATA on matters related to the development of international law
- (vi) take other action which is considered necessary and appropriate