



STATUTES Revised 26/11/2015

**Article 1 The Association's name**

The Association is called the Nordic Road Association (NVF).

**Article 2 The Association's purpose**

The Association aims to promote the development of the road and transport sector through the collaboration of professionals in Denmark, Finland, the Faeroe Islands, Iceland, Norway and Sweden. This is achieved through formalised cooperation in Nordic expert networks, active communication with other Nordic and international networks, and by organising public seminars and congresses.

**Article 3 The Association's organisation**

The Association is led by an Association Board consisting of a chairperson, deputy chairperson and secretaries from each country's departmental boards. The head of the Association's communications group attends the Association Board as an observer. The Chairperson of the Association Board is responsible, through the secretariat, for the necessary administrative procedures. An association secretariat is linked to the Association Board.

Each country mentioned in Article 2 has a department attached to the Association.

Committees have been appointed to different areas. The committee is only available on a Nordic level. The national departments have been free to appoint their own department committees independent of the Nordic committee. In addition to the permanent committees, temporary/ad hoc working groups may also be set up. These groups will be terminated when the work is finished.

**Article 4 The Association Board**

The Association Chairperson is appointed on a rotating basis by the departments in Denmark, Finland, Iceland, Norway and Sweden. The Chairperson is changed every four years on 1 July after the Nordic road congress. The Chairperson, Deputy Chairperson and Secretary of the chairing country's national department is the Chairperson, Deputy Chairperson and Secretary of the Association Board during the mandate period. The Association's Board Secretary is the Association's general secretary.

The Association Board appoints Nordic committees and ad hoc working groups and stipulates their working area and rules of procedure. The Association Board determines the allocation of the chair of the committee.

Through the Secretariat, the Association Chairperson:

- Prepares the matters to be considered by the Board
- Chairs the Association Board's decisions
- Is responsible for compiling and archiving material and for the publication of material whenever decided
- Is responsible for the rules regarding publication of online information.

**Article 5 Association Board meetings**

Association Board meetings are held twice a year. Association Board meetings are convened in writing and issued by the chairperson or by the person he/she appoints.



Decisions are passed by open ballot, unless a secret ballot is required. In the event of a tie, the vote of the Chairperson is decisive. If a national department cannot attend a meeting, another member of the Association Board may be authorised to vote.

Minutes are kept and approved at the next Association meeting.

The Association Board may invite persons from outside the Association Board to its meetings when specific topics are discussed. The invitees are not entitled to vote. If a country's member of the Association Board is unable to attend, the country's Departmental Board may send a deputy, who shall participate in the Association Board meeting with voting rights.

#### **Article 6 Departments**

Each department determines the statutes for its own activities. The department determines its membership, Board, finances and work. A department's statutes must comply with the Association's statutes.

Membership of a department brings membership in the Association.

#### **Article 7 The committee**

The committee aims to promote the exchange of experience and best practices between the Nordic countries.

The leadership of the committee alternates every four years and shall be divided between the countries according to the decision of the Association Board.

The Chairperson of the Committee convenes meetings. These meetings shall be held at least once a year.

If financial support is required to organise a committee seminar, this should be clarified in advance by the relevant Department Board of the country in which the seminar is to be held.

If the committee wishes to deal with issues outside its area of competence, the Association Board's consent must be obtained.

Committee meeting decisions are made by open ballot simple majority. Disagreements with majority decision shall be stated in the minutes of the meeting.

Committee minutes must be published on the Association's website under the respective committees.

#### **Article 8 Nordic road congress**

A Nordic road congress shall be held every four years. The Chairperson shall organise the congresses.

#### **Article 9 Honorary prize**

The Nordic Road Association's honorary prize may be awarded to individuals inside or outside the NVF who have made a special effort in line with the association's purpose and activities within short or longer periods of time. The honorary award may be awarded to one or more persons who meet one or both of these criteria: i) has shown initiative and great technical or administrative dedication; and/or ii) has helped to raise the standard of road transport and roads in the Nordic Region.

Nominations for the prize may be submitted by individuals or institutions and sent to the



Association's general secretary, who will forward the nomination to the Association Board for a decision.

**Article 10 Determination and amendment of these statutes**

The Association Board shall determine and approve changes to statutes.