



To: All National Federations

Monaco, 7 July 2021

Patron:
His Majesty
King Constantine

Honorary President:
His Serene Highness
Prince Albert II of Monaco

Headquarters:
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CALLING NOTICE
2021 UIPM CONGRESS
Online congress
27-28 November 2021

Dear UIPM Members,

In accordance with article 19 of the UIPM Statutes and with article 5 of the UIPM Rules on Internal Organisation, we have the pleasure of sending you the formal Calling Notice for the 2021 UIPM Congress, which will be held online on 27-28 November 2021.

Preliminary Online Congress Schedule

Saturday, 27 November 2021

9:00 - 12:00 Opening keynote speeches & 1st session Congress
12:00 - 14:00 Lunch break
14:00 – 16:00 2nd session Congress

Sunday, 28 November 2021

9:00 - 12:00 3rd session Congress

Agenda (draft)

The provisional agenda for the General Assembly is as follows:

- a) Roll-call of the Members;
- b) Election of three tellers of votes and two scrutineers;
- c) Adoption of the agenda;
- d) Approval of the minutes of the last meeting;
- (All reports will be provided in written form prior to the commencement of the 2021 UIPM Congress)*
- e) Report of the President on the activities of the Executive Board;
- f) Report of the Secretary General;
- g) Report of the Treasurer;
- h) Report of representatives of other UIPM bodies;
- i) Report of the Honorary Auditors;
- j) Decision concerning the annual membership fee;
- k) Adoption of the budget plan and approval of the budget for the two forthcoming financial years;
- l) Decisions concerning Continental Confederations;
- m) Decisions about suspended members and new members approval;
- n) Decisions on motions submitted;



- o) Elections;
- p) Election of Honorary Members if any;
- q) Next congress, and any other business.

Participation

According to article 5.2 of the Rules on Internal Organisation, member Federations must confirm to the UIPM Secretary General their participation in the General Assembly at least 60 days prior to the beginning of an ordinary meeting. Thus, please confirm your participation not later than 28 September 2021 (the online registration would be opened from 9 August 2021).

Motions

In accordance with article 5.3 of the Rules on Internal Organisation, member Federations are entitled to propose motions to be discussed at the UIPM General Assembly. Either the National Federation's president or the secretary general must sign any motion they wish to submit. The UIPM Secretariat must receive ordinary motions by National federations in writing and accompanied by all the arguments for their justification not later than 60 days before an ordinary meeting of the General Assembly: please be informed that the cut-off date for submission of motions is 28 September 2021.

The UIPM Secretariat will distribute all motions received, together with the final agenda to the participants in the General Assembly at least 30 days prior to the ordinary meeting – 28 October 2021.

Interventions

In accordance with article 19 of the UIPM Statutes, any request or proposal for intervention shall be sent by letter to the UIPM Secretary General at least 60 days prior to an ordinary General Assembly: please send your request for intervention by 28 September 2021 at the latest.

Nominations

In accordance with article 3 of the UIPM Election Rules, nominations shall be received by the UIPM Secretary General not later than 28 August 2021, 24.00 (CET). Nominations received after the deadline will be considered inadmissible. Nominations shall be sent by relevant Member Federation that shall fill in the form attached hereto and at the same time provide documents 8 and 9 of the below list.

All nominations received within the deadline will be passed to the Electoral Committee that will be conducting the vetting process. The Electoral Committee can request clarifications to Member Federations and/or candidates.

A list of all candidates who passed the eligibility checks will be published on the UIPM website not later than 28 September 2021.

Nominations shall contain at least the following:

1. Name of the Member Federation nominating the candidate;
2. Signature of the relevant President or Secretary General;
3. Name of the candidate;
4. Position for which the candidate is nominated;
5. Acceptance of the nomination duly signed by the candidate;
6. Signed declaration of the Member federation and the candidate confirming that all eligibility criteria are met and that the candidate will at all times comply with the UIPM Code of Ethics and the UIPM Rules and Regulations;

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7. Signed Conflict of Interests statement in the form attached to the UIPM Code of Ethics as Annex 2;
8. Copy of a valid passport of the candidate;
9. Biography and signed cv of the candidate.

We look forward to seeing you!

**With our kind regards,
Sincerely yours,**

Dr. Klaus Schormann
UIPM President

Shiny Fang
UIPM Secretary General

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