

Special Regulation No.3

**Concerning the Rules for the Functioning of the
Steering Committee of the College of
Commissioners General**

**Beijing International Horticultural Exhibition
Coordination Bureau**

Article 1 Purpose

Pursuant to Articles 9, 11 and 37 of the *General Regulations* of the International Horticultural Exhibition 2019, Beijing, China (hereinafter referred to as “the Expo”), this *Special Regulation* lays down the rules for the functioning of the Steering Committee of the College of Commissioners General (hereinafter referred to as “the Steering Committee”).

Article 2 Role of the Steering Committee

1. The role of the Steering Committee is to ensure that the *General Regulations* and the *Special Regulations* of the Expo and additional instructions and directives issued by the Organizer relating to the *General Regulations* and the *Special Regulations* are fully implemented while representing the common interests of all Official Participants, with regard to the daily management of the Expo. Moreover, the Steering Committee shall act in a consultative role to the Commissioner General of the Expo if necessary.

2. The Steering Committee shall arbitrate when disputes arise between the Organizer and any Official Participant, or between Official Participants, pursuant to Article 11 of the *General Regulations*.

Article 3 Composition of the Steering Committee

Members of the Steering Committee shall be selected, from the Commissioners General of Section of the member states of the Bureau International des Exhibitions (hereinafter referred to as “the BIE”), participating in the Expo. Members of the Steering Committee should attend the meetings of the Steering Committee, be actively involved in the Expo and be present on a regular basis at the Expo Site.

Article 4 Chairperson and Vice Chairperson

The Chairperson of the College of Commissioners General is concurrently the Chairperson of the Steering Committee. One or more vice Chairpersons are elected from the committee members through a simple majority vote by the Steering Committee. In the event of the absence or hindrance of the Chairperson of the Steering Committee, one Vice Chairperson shall exercise the responsibility on behalf of the Chairperson.

Article 5 Technical Adviser

1. The BIE shall appoint and remunerate a non-Chinese Technical Adviser after consulting with the Organizer.

2. The duties of the Technical Adviser shall be to advise to the

Steering Committee on matters relating to BIE regulations, to establish the Steering Committee's agenda for the meetings, to prepare the minutes of the meetings, a copy of which shall be submitted to the BIE, and to ensure appropriate follow-up of the issues raised at the meetings.

3. The Technical Adviser shall attend all the meetings of the Steering Committee without the right to vote.

Article 6 Meetings

1. Regular meetings shall be held by the Steering Committee once every six months from its establishment to the opening of the Expo, and once a month during the Expo.

2. Special meetings of the Steering Committee may be called by the Chairperson, or else be held upon request of the Commissioner General of the Expo or over one third of the members of the Steering Committee.

Article 7 Attendance

1. A member of the Steering Committee may, when absent due to legitimate reasons, yield his/her mandate to another member in writing to act on his/her behalf.

2. Each member of the Steering Committee may be accompanied at

the meeting by one member of his/her staff who shall not have any vote or voice during the meetings.

Article 8 Quorum and Vote

1. The deliberations of the meetings of the Steering Committee shall be valid only when more than half of its members are present or represented.

2. The Steering Committee shall adopt decisions at the meetings by simple majority vote. In case of an equal number of votes, the Chairperson shall have the casting vote.

Article 9 Final Report

After the closing of the Expo, the Steering Committee shall prepare a final report on its activities, which shall be submitted to:

- (1) the College of Commissioners General;
- (2) the BIE; and
- (3) the Organizer.

Article 10 Assistance by the Organizer

- 1. To facilitate the functioning of the Steering Committee, the

Organizer shall provide the following assistance free of charge:

(1) meeting venues and facilities, translation, interpretation from and into English, French and Chinese and other services; and

(2) offices, secretarial services, facilities and other necessary services for the staff of the Steering Committee.

2. Offices, secretarial services and all other services required by the BIE Technical Adviser to perform his/her duty shall be provided by the Organizer free of charge.