

International Organisation of Vine and Wine



INTERNAL RULES

Title IV : Specific Status of the Director General Regulations

Adopted by the Extraordinary General Assembly of 14 October 2005

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| Article 140 | Object and scope |
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| | These Regulations set out the special employment conditions as well as the competences, responsibilities, rights, obligations and duties of the O.I.V Director General. |
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| Article 141 | Candidacy |
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| [IR. Article 17.3] | A candidacy for the position of Director General shall be presented by the Government or the Authority of a Member State of which the candidate is a national, within a time limit set by the Steering Committee of the O.I.V. Candidacies received after this date shall not be eligible. A Member of the Organisation can only present one candidate. The list of candidates, together with their curriculum vitae, shall be communicated to Members at least six months before the elections. |
| [IR. Article 17.4] | In the absence of candidacies for the position of Director General, the existing Director General shall maintain his/her duties during the period required to seek a candidate. |
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| Article 142 | Election of position |
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| [Ag. Article 5.4.a] [IR. Article 17.1] | The Director General shall be elected by secret ballot by a weighted qualified majority, i.e. two thirds plus one of the weighted votes of the Members present or represented, provided that one half plus one of the Members present or represented are in favour of the candidate having obtained that score. Blank and invalid votes shall be taken into account in order to determine these majorities. If these conditions are not fulfilled, an Extraordinary General Assembly shall be convened within a maximum of three months. During the interim, the Director General in office shall maintain his/her duties. |
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| Article 143 | Contract of employment |
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| | The candidate elected as Director General shall receive, by the date of commencement of his/her duties at the latest, a letter of appointment signed by the O.I.V President where his/her employment conditions are set out. A copy of the Internal Rules shall be attached to the letter of appointment as well as copy of the declaration to be signed in accordance with Article 47 of the Staff Status Regulations. In accepting the appointment, the Director General shall certify in writing that he/she has accepted those conditions. |
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| Article 144 | Termination of position |
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| [IR. Article 17.9] | The General Assembly may, at any time, dismiss the Director General under the conditions of combined majority that governed his/her election. |
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| | The Director General may resign with eight months written notification given to the President. In this case, his/her duties shall end at the expiration of the period in accordance with the notification. Due to unforeseeable or exceptional circumstances not caused by the Director General, the General Assembly, based on the report of the Executive Committee, shall have the power to dismiss the Director General after giving eight months written notice. He/she shall receive a complementary payment based on the number of years of employment, equal to one twelfth of his/her yearly salary. The length of service over the last employment year shall be rounded off at the end of the last semester to calculate the proportional payment. In accordance with this paragraph, the amount to be paid to the Director General shall not exceed one half of his/her yearly |

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| | <p>salary. The Executive Committee shall determine the date on which the Director General shall cease to hold office.</p> <p>Under exceptional circumstances caused by the Director General, the General Assembly, on the advice of the Executive Committee, shall have the power to terminate his/her functions. Depending on the case and the severity of the situation, the General Assembly, on the proposal of the Executive Committee may grant a payment, which may not exceed four months of salary, and shall determine the date on which the Director General shall cease to hold office under these conditions.</p> |
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| Article 145 | <i>Term of office</i> |
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| [Ag. Article 5.4.b] [IR. Article 17.2] | The term of office of the Director General is five years. The Director General is eligible for another five-year term under the same conditions required for the first election. |
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| Article 146 | <i>Inability and position vacancy</i> |
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| [IR. Article 17.7] | Should the Director General be unable to perform his/her duties, they may be temporarily performed by the Assistant Director General or, if the latter is unable to do so, by the most senior Category II staff member. |
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| [IR. Article 17.8] | Should the position of Director General become vacant, for whatever reason, the Assistant Director General, or, if he/she is unable to perform his/her duties, the most senior Category II staff member, shall fill the position until the new Director General has assumed his/her responsibilities. |
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| Article 147 | <i>Duties and responsibilities</i> |
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| | <p>The Director General shall perform the duties of the most senior official of the Organisation. He/she shall be under the direction of the Executive Committee. He/she shall carry out the decisions of the General Assembly and the programme approved by the Executive Committee, in consultation with the Steering Committee.</p> <p>He/she shall fulfil all of the duties and responsibilities which are attributed to him/her by the provisions of Title I "General Provisions", in particular as concerns the organisation and the secretariat of meetings of the O.I.V bodies, of Title II "Financial Provisions", in particular as concerns the preparation and implementation of the budget, and of Title III "Staff Status Regulations", in particular as concerns the management of staff members.</p> |
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| Article 148 | <i>Duties, obligations and privileges</i> |
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| | The Director General is a general secretariat member and is bound, on this basis, by the provisions of Title III "Staff Status Regulations" which apply to general secretariat members insofar as these provisions may apply to him/her and insofar as they are not in contradiction with the specific provisions of these Director General Regulations. |
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| Article 149 | <i>External activity and private interests</i> |
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| (a) | The Director General cannot undertake outside of the O.I.V any regular activity without having obtained the prior consent of the Executive Committee; he/she cannot occupy any position incompatible with the achievement of his/her duties to the O.I.V. |
| (b) | The Director General cannot occupy any position in an association whose objectives or activities are similar to those of the O.I.V without having obtained the prior consent of the Executive Committee. |
| (c) | If the Director General, in the exercise of his/her official duties, is required to deal with a matter which is connected to a company, association or trade undertaking in which he/she has an interest, he/she must inform the Executive Committee of the |

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| | nature and importance of this interest. The Executive Committee shall make the appropriate decision. | | | | | | | | | | | | | | | | | | | | |
| Article 150 | Honoric Distinctions | | | | | | | | | | | | | | | | | | | | |
| | <p>Except as hereinafter provided, the Director General shall not, during the period of his/her employment, accept any honour, decoration, favour, gift or remuneration from any government or from any other source outside the O.I.V. However, the President may authorise such acceptance in exceptional circumstances, provided that such acceptance would not be incompatible with the obligations of the Director General to the O.I.V.</p> <p>Furthermore, the President may authorise the Director General to accept:</p> <ul style="list-style-type: none"> - distinctions and favours in respect of services rendered before appointment; - honours and prizes awarded by educational, scientific or cultural organisations. <p>No authorisation by the President shall be necessary where acceptance of an honour from a government or from any other source outside the O.I.V is unavoidable, such as where refusal would cause an embarrassing diplomatic situation, in which case the Director General may accept the honour on behalf of the O.I.V.</p> <p>The conditions of application of this article shall be regularly reported to the Executive Committee.</p> | | | | | | | | | | | | | | | | | | | | |
| Article 151 | Classification of position | | | | | | | | | | | | | | | | | | | | |
| | In accordance with the annex to the Head Office Agreement between the French government and the O.I.V, signed on 20 January 1965, and its successive amendments, Category I is restricted to the position of the Director General. | | | | | | | | | | | | | | | | | | | | |
| Article 152 | Salary | | | | | | | | | | | | | | | | | | | | |
| | <p>The base gross monthly salary of the Director General shall be established in accordance with the following scale, expressed in points. It shall be paid twelve times. The value of the index point shall be set at 10 euros as at the date of commencement of these Director General Regulations. The progression between grades shall occur on an annual basis.</p> <table border="1" style="width: 100%; text-align: center;"> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> <td>6</td> <td>7</td> <td>8</td> <td>9</td> <td>10</td> </tr> <tr> <td>917</td> <td>947</td> <td>977</td> <td>1007</td> <td>1037</td> <td>1067</td> <td>1097</td> <td>1127</td> <td>1157</td> <td>1187</td> </tr> </table> | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 917 | 947 | 977 | 1007 | 1037 | 1067 | 1097 | 1127 | 1157 | 1187 |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | | | | | | | | | | | | |
| 917 | 947 | 977 | 1007 | 1037 | 1067 | 1097 | 1127 | 1157 | 1187 | | | | | | | | | | | | |
| Article 153 | Indemnities | | | | | | | | | | | | | | | | | | | | |
| | <p>The following supplementary allocations and indemnities shall be paid to the Director General:</p> <ul style="list-style-type: none"> - moving costs : actual expenditure - relocation indemnity: in accordance with article 71 of the Staff Status Regulations - head of family indemnity : 6% of gross salary - allocation for dependent person(s) : 7 % of gross salary <p>If his/her official home is located outside of France at the time of his/her election, he/she shall also receive:</p> <ul style="list-style-type: none"> - expatriation indemnity : 20% of gross salary - housing allocation : in accordance with article 70 of the Staff Status Regulations | | | | | | | | | | | | | | | | | | | | |

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| Article 154 | Bonuses |
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| | On the basis of activity instigated by the Director General, and taking into account end of financial year results, the O.I.V President, on the advice of the O.I.V Steering Committee may propose to the Executive Committee the allocation of an annual bonus not exceeding 10% of annual gross salary. The decision shall be made by the General Assembly. |
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| Article 155 | Leave |
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| | The Director General is entitled to six weeks paid annual leave, i.e. thirty working days, for each twelve months of full-time employment. To this annual leave shall be added leave at the time of the French bank holidays. The provisions of article 104 (b) to (e) of the Staff Status Regulations are applicable mutatis mutandis to determine the leave entitlements of the Director General. |
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| Article 156 | Age limit |
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| | The age limit is set at 65 years at the time of election. |
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| Article 157 | Entry into force |
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| | These Specific Status of the Director General Regulations shall come into effect on 1 January of the year following their adoption by the General Assembly. The provisions of the preceding Application Protocol No. 1 relating to the Status of the Director General adopted by the General Assembly in September 1982 shall be repealed as soon as these Staff Status Regulations come into effect. |