

Pursuant to Article 10 and Article 12 of the Law on Associations and Foundations of Bosnia and Herzegovina („Official Gazette of BiH“ no.: 32/2001), the foundation assembly of the Association of Consulting Engineers of Bosnia and Herzegovina, adopted at its session held on 29th June 2004 in Sarajevo the following

STATUTE OF THE ASSOCIATION OF CONSULTING ENGINEERS OF BOSNIA AND HERZEGOVINA

I GENERAL PROVISIONS

Art. 1

By this Statute the Association of Consulting Engineers Bosnia and Herzegovina regulates the following issues:

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III OBJECTIVES OF THE ASSOCIATION

IV MEMBERSHIP IN THE ASSOCIATION

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Art. 2

The Association of Consulting Engineers Bosnia and Herzegovina is a non-party, non-government and non-profit organization.

The Association acquires the capacity of a legal entity with the date of its entering in the Register of Associations kept with the Ministry of Justice of Bosnia and Herzegovina.

The Association acts on the area of Bosnia and Herzegovina.

II NAME AND BUSINESS PLACE OF THE ASSOCIATION

Art. 3

Name of the Association is:

Udruženje konsultanata inženjera Bosne i Hercegovine (Bosnian)

Udruga konzultanata inženjera Bosne i Hercegovine (Croatian)

Udruženje konsultanata inženjera Bosne i Hercegovine (Serbian, written in Cyrillic script)

Association of Consulting Engineers of Bosnia and Herzegovina

**The abbreviated name: UKIBiH
UKIBiH
УКИБиХ**

Abbreviated name of the Association in English language: ACEBH

Art. 4

The business seat of the Association is in Sarajevo, Ulica Put života bb

Art. 5

The Association has its own mark containing the following: the abbreviated name of the Association UKIBIH and in English ACEBH, written in capital letters, Latin script.

The abbreviated name of the Association of UKIBiH is gold yellow colour and a part of this name, UKI, is in the triangle of dark blue colour, the letters BIH being inscribed outside the triangle on the right side. Parallel above the letter UKI and outside the triangle, there is an abbreviation in English ACEBH, so that the first three letters ACE are written in gold yellow colour, and the letters BH are in dark blue.

III ACTIVITIES OF THE ASSOCIATION

Art. 6

This Statute regulates the Association activities which are as follows:

1. Gathering of legal entities dealing with consulting activity for protection and improvement of their business interest and reputation through affirmation of the professional rules and professional ethics,

all in the aim of improving efficiency of business operations in compliance with the rules and international standards.

2. Realizing international cooperation of the Association members in accordance with good business customs, as well as establishing of positive relations with the bodies of state government and legislator, and chambers and other local and international institutions caring about bringing and implementation of the rules in consulting activity.
3. Representing and presenting of its Members' interests encouraging and improving so the consulting branch.
4. It initiates to establish by legislative and other legal regulations professional standards and rules, in accordance with the rules of the International Federation of consulting engineers FIDIC and relative legislative, in the aim of improving the Members' services quality.
5. It harmonizes the conditions for realization of the members' activities and in this aim it: proposes, regulates and publishes methodology and recommendations for negotiating and/or evaluating the consultants services, monitors their application in practice and, in addition to its Members, it makes public such methods and recommendations.
6. It encourages and assists in application of the professional rules and recommendations of the International Federation FIDIC, and for this purpose, cooperates with it, its regional associations and members.
7. It cares about improving mutual relations of the Association Members.
8. It makes circumstances for joint appearance of the Members with local and foreign partners.
9. It realizes various forms of cooperation with universities, institutes, professional associations and other associated organizations in the country and abroad.
10. It organizes professional education by maintaining meetings, publishing bulletins, brochures and various forms of publications intended for its Members and the public.

Art. 7

For providing the funds for realization of the statutory objectives, the Association may publish activities stated in Art. 6 of this Statute, as associated economic activities.

The Association may perform activities not related to the statutory objectives (non-associated economic activities) only within a separately founded legal entity.

In case of paragraph 2 of this Art., the Association Assembly decides on organizational and status form within which it wishes to perform the specific activity.

IV MEMBERSHIP IN ASSOCIATION

IV.1. Procedure of admission in and termination of membership

Art. 8

Membership in the Association is voluntary

Art. 9

Any legal entity registered for performing consulting activities may become a member of the Association.

Art. 10

Decision on admission in membership is made by the Association Assembly on basis of the recommendation of any of its members.

The membership is concluded by signing the membership form, by which act a Member declares accepting of the Association objectives and the association Statute.

Art. 11

The Association members terminate with voluntary withdrawal announced by submitting the written declaration of the Member on withdrawal.

Declaration on withdrawal is to be submitted to the Management Board through the Secretary of the Association.

Membership in the Association ceases 6 months, reckoning from the date of receipt of the declaration mentioned in paragraph 2 of this article.

The Member withdrawing from the Association shall pay all due membership fee.

Art. 12

Membership in the Association terminates by excluding the Member if his acting is contrary to the provisions of Art. 14 of this Statute affecting so seriously the interests and reputation of the Association.

Decision on exclusion of a member in terms of this Art. Is made by the Assembly upon proposal of the Management Board, by simple majority of the present/represented Members.

The management Board shall submit the proposal for exclusion to the Association Assembly and the Member at least 15 (fifteen) days before the date scheduled for holding the Assembly session.

Before initiating the procedure of excluding a Member, the Management Board shall warn the member in writing and point out to the failures in the sense of paragraph 1 of this article, as well as to possible consequences arising from them.

The request for voluntary withdrawal from the association does not make an obstacle for initiating and conducting the procedure of exclusion.

The decision made by the Assembly is final.

IV.2. Rights and duties of the Association Members

Art. 13

The Association member has the right:

- To directly take part in decision-making at the assembly sessions, as well as to give through the Association bodies initiatives and proposals for the Association activities.
- To elect and to be elected in the Association bodies
- To be duly and fully informed on the Association work and activities
- To submit a claim if he feels his membership status was violated by the Management Board decision or that such decision is contradictory to the statutory objectives of the Association and/or that such decision is not in line with the law. The claim is to be submitted to the Management Board in a written form within 8 (eight) days from the date of the written decision submission. Such claim shall be explained with justification. For the case that Management Board does not accept the claim, unsatisfied member has the right to lodge a complaint to the Association Assembly. The complain does not retain the Presidency's decision from execution to submit against the Management Board decisions through his representatives.

Art. 14

The Association member shall:

- Abide with the Statute provisions and other general acts and decisions of the competent bodies
- In the legal trade in the country and abroad to take care of his reputation, reputation of other Members of the Association and the reputation of Bosnia and Herzegovina abroad. As a violation of the reputation shall be deemed proceeding contrary to good business practice, business customs and business morale
- To regularly pay annual membership fees
- To submit in due time the required data and reports upon the order of the Association competent body
- To perform other jobs entrusted to him by the Presidency related to the realization of statutory objectives of the association.

V ASSOCIATION BODIES

Art. 15

Association bodies are:

1. Assembly
2. Management Board

1. The Association Assembly

1.1 Composition of the Assembly

Art. 16

The Association Assembly (hereinafter referred to as: Assembly) is the top body of the Association managing. The Assembly is formed by all the Association members represented by authorized representatives.

Art. 17

Every member of the Association has the right of minimum one vote in the Assembly.

Number of votes of every member is determined by a special Rule Book.

Until passing the Rule Book of paragraph 2 of this Article, every Association member has one vote each.

The Association member loses his right to participate in the Assembly work and decision-making if he is late with membership dues payment for more than 6 (six) months.

1.7. Assembly Competence

Art. 18

The Association Assembly has got the following competence:

It:

1. Adopts Plan and Program of the Association work, together with financial Plan.
2. Adopts the Statute, and amendments and supplements to the Statute
3. Considers and adopts the Final settlement, with the Report on Management Board's work
4. Elects and relieves the members of the Management Board
5. Decides on joining, dissociation, transformation, dissolution and cessation of the work, as well as on the Status changes of the Association
6. Decides on distribution of property of the Association in a case of its cessation
7. Passes general acts of the Association
8. Considers the proposal for internal and public recognitions of the Association members.
9. Considers the Members' complaints
10. Decides on all other questions not within the competence of other Association bodies.

1.8. Convening and Holding

Art. 19

The Association sessions may be regular and extraordinary.

Regular sessions are convened and held once a year, as a rule three months after the end of the business year.

The Assembly is convened by the President of the Management Board or in case of being prevented, by the vice-president.

Extraordinary session of the assembly is convened by the President and/or vice-president of the Management Board upon his own initiative always when he deems it is required by the reasoned interests of the Association, as well as upon the proposal of at least one third of the Association members.

Art. 20

The invitation to the Assembly is submitted to the members directly or by registered mail in the place of its business seat, 10 (ten) days at the latest and/or within 6 (six) days before the date of the Assembly beginning and it contains information on the place, date and time of holding the assembly, with the Agenda proposal.

Manner and term for confirmation of attending the Assembly is to be obligatorily stated in the invitation to the Assembly session.

Together with the invitation to the session is submitted the written material for every point of the Agenda.

A member of the Association has the right to give the supplement to the Agenda, within 8 (eight) days from the day of the receipt of the Invitation at the latest.

Art. 21

The matters under the competence of the Assembly may be decided upon even without convening the session of the Assembly, except the matters from Art. 18, paragraph 1. point 2, 4, 5, 6, 7, 8 and 9 of this Statute the decisions on which are to be made only the Assembly session.

In case of paragraph 1 of this Article on proposal of the decision, Members will give their statements in writing, through voting slips.

In case of paragraph 1 of this Article, Management Board submits the written proposal of the decision, with the explanation and voting slips, leaving the term for the response of at least 10 (ten) days from the submission date.

The member who did not submit the filled-in voting slip will be deemed as having voted "against" the proposal.

1.9. Quorum

Art. 22

The Assembly may start with the work, if majority of the total number of the Assembly members (quorum) is present at the session.

If within 30 minutes from the time scheduled for the Assembly beginning the quorum for decision-making of paragraph 1 of this Article is not achieved, the Assembly is postponed, and the president of the Management Board is obliged to convene the Assembly again within 8 (eight) at the earliest, and within 15 (fifteen) days at the latest from the originally scheduled date for holding the Assembly session with the same Agenda.

In case of paragraph 2 of this Article, the Assembly may make its decisions (quorum) if at least the representatives of one third of the total number of the Association Members are present at the Assembly session.

Art. 23

The mandate of the Assembly is 2 (two) years.

Members appoint the representatives in the assembly for the period of two years.

The representative in the Assembly shall proceed in accordance with the instructions from the Member, and if he did not receive any instructions, he shall proceed in line with the reasonable judgment to the best interest for the Member.

In case the appointed representative is prevented to come to the session, the Member may authorize a proxy for replacing him.

The authorization for taking part in the work and in decision-making of the Assembly is given in the form of a written statement, signed and certified by a Member and also signed by the proxy. The same is submitted to the Secretary direct, by post, fax or by e-mail, at the latest 3 (three) days before the day scheduled for the session holding.

1.10. Leading of the Session

Art. 24

The Assembly is presided by the President of the Assembly or the Vice-president if so decided by the Management Board because the president is prevented to attend the session or for any other reasons whatsoever.

The quorum and the voting results at the Assembly is established by the President.

By the Decision on convening the Assembly, the Management Board appoints a person for taking the Minutes at the session.

1.11. Decision-making

Art. 25

The Assembly makes decisions by the simple majority of votes of the present/represented Members.

For the decision on the Statute amendments and supplements and on voluntary cessation of the Association work, two third majority of the present members is indispensable.

Art. 26

Voting at the Assembly sessions is done by direct declaring / acclamation. In a case of Art. 21 of this Statute voting is done by means of voting slips containing the company name of the Member and by rounding the answer “for” or “against” the proposal of the decision on the voting slip.

Art. 27

Minutes are made on the work of the Assembly. It is submitted with the material for the next Assembly session.

The Minutes contain essential indications on the course of the session by individual points of the Agenda, as well as the Decision and conclusions passed under the above points.

The Minutes will be signed by the Recording secretary and the President of the Association.

Art. 28

The Book of Procedures on the work of the Assembly, and in accordance with this Statute, regulates all procedural issues relevant for the work of the assembly, especially the manner for convening, holding and deciding during the meeting of the assembly, the contents of the minutes, as well as the manner for maintaining the book of the Association’s decisions.

2. MANAGEMENT BOARD

2.1. Election and dismissal

Art. 29

The Management board of the Association is an executive body that takes care of the implementation of the Association's objectives, as determined by this statute and the decisions of the Assembly of the Association.

The Management board has a president, co-president and maximum three members appointed and dismissed by the Assembly, individually.

Art. 30

The president, co-president and members of the Management board are appointed at the same time for a two-year period.

The same person can be appointed to the function from paragraph 1 of this article two times in a row at most.

Art. 31

The term of the president, co-president and member of the Management board ceases:

- by own request, in which case they are obliged to continue working until the decision is made by the assembly, which is obliged to make a decision on that during the first session
- by termination of the term
- by dismissal before the end of the term, based on the Assembly's decision, in cases such as overstepping authority and/or negligent completion of duties

For the person appointed during the term of the Management board, the term ceases when the term ceases for the entire Management board. The Assembly can dismiss the entire Management board in which case a new term starts.

2.2. Convening and holding of sessions

Article 32

A written invitation to the Management board session, that states the place and the date of the convening, time of beginning and the agenda of the session, is delivered to the Management board members at least five days before the date of the session.

In cases when an urgent decision-making is proposed, the decision can be made without holding a session, by written statements in terms of article 21, but the deadline for delivery and statement cannot be shorter than 2 days.

Management board sessions are held as needed, and at least once in two months.

A two-thirds quorum of the entire number of Management board members is necessary for the convening of the session.

Each Management board member has one vote.

The Management board makes decisions by a majority vote of the present members.

Further development of convening and holding of sessions, as well as the manner for voting and decision-making by the Management board, will be regulated by the Policy book on the work of the Management board.

2.3. Competence of the Management board

Art. 33

The Management board of the Association has the following obligations:

1. Preparation of sessions of the assembly of the Association
2. Preparation of draft-Statute and drafts of other acts from the authority of the Assembly
3. Disposes of the Association's property
4. Implements policy, conclusions and other Assembly decisions
5. Submits for adoption reports of its work to the Assembly, in accordance with the statute
6. Submits to the assembly the Plan and Program of Work of the Association for adoption, with a financial plan
7. Manages the work of the Association between two assembly sessions and makes decision in order to achieve the objectives of the Association
8. Organizes regular completion of the scope of activities of the Association
9. Entrusts special jobs to individual members of the Association

10. Forms boards and committees in order to complete special assignments from the scope of activity of the Association
11. Decides on other issues that are not in exclusive authority of the assembly or another body, in accordance with the statute.

V.3 Secretary of the Association

Art. 34

The Management board appoints the Secretary of the Association for a two-year period.

The function of the Secretary is to complete administrative and professional jobs for the needs of the Association.

The Secretary has the right to decide and represent the Association beyond individual authority issued by the president of the Association.

The Secretary of the Association accounts of his/her work to the Management board.

V.4. Boards and Commissions

Art. 35

Boards and commissions can work within the Association, as permanent or ad hoc bodies, consisting of persons engaged from the category of experts for certain issues.

The authorized body in the decision of appointment defines: type and scope of tasks, deadline for realization, that is the term if the commission is permanent.

Members of the board and commission are accountable for its work to the body that appointed them.

VI ASSETS OF THE ASSOCIATION

VI.1. Rules of acquisition and distribution of the Association assets

Article 36

Assets of the Association consists of mobile assets, rights and money that the Association acquires in accordance with this statute and applicable regulations.

Article 37

The Association may acquire profit from the following sources:

- membership fee
- voluntary contributions and gifts of public institutions, individuals and companies, in both cash and mobile assets and services
- state subventions and agreements with the state, public institutions, individuals and companies
- profit acquired through realization of objectives and activities of the Association, in accordance with this statute
- from other sources in accordance with the law

Art. 38

Funds realized in the manner from article 37 of this Statute are used for the realization of the objectives within the Statute and covering of expenses regarding them, with the following limitations in terms of potential profit:

- that the acquired profit must be invested into basic activities of the Association in accordance with the Statute
- that distribution of acquired profit cannot be done directly and/or indirectly to members of the Association, members of the Management board, responsible persons, employees, donors or other persons

Art. 39

The Association is obliged to keep business books in accordance with the Law on accounting and Law on financial business.

The Management board of the Association makes decisions on acquisition of income, use of assets and disposal of assets, in accordance with this Statute and general acts.

Art. 40

The Management board is obliged at least once per year to submit to the Assembly of the Association a report on financial business developed in accordance with article 39 of this Statute.

Art. 41

The Association has a transaction account in a business bank.
Persons authorized to independently sign financial documents / payment orders are the president and co-president of the Management board.

Art. 42

The Assembly of the Association passes a general act that, in accordance with this statute, in more detail regulates the rules for acquisition, use and disposal of funds of the Association and for supervision over the use of those funds.

VI.2 Right to supervise using of the Association assets

Art. 43

Each member of the Association has the right to supervise using of the Association assets, which he/she realizes by: reviewing business books, reviewing contracts in which the Association takes over financial obligations, control of the amount in the accounts, control of periodic and annual calculations as well as review of other documentation regarding the assets and financial business of the Association.

The Management board is obliged to ensure the realization of rights from the previous paragraph, within 8 days from the day of receipt of a written request from a member of the Association.

VII PUBLIC WORK OF THE ASSOCIATION

Art. 44

The work of the Association is public.

The publicity of the work is realized in a way determined by the law and this Statute.

Members of the Association have the right to be informed on a regular basis of the work of all bodies of the Association, and especially regarding: programs, plans and activities of the Association, financial and material business of the Association, as well as other issues of interest to the members of the Association.

Art. 45

Representatives of media have the right to be present at sessions of Association bodies and to report of the work of those bodies.

Exceptionally, by a general act passed by the assembly of the Association, it can be determined that certain information, data and documentation represent a business secret. The same act can also determine the persons responsible for use and protection of information that have the character of a business secret.

Data that is public according to the law and other regulations cannot be proclaimed a business secret, nor can data on violation of the law or other regulations.

VIII STATUTE AND OTHER GENERAL ACTS OF THE ASSOCIATION

VIII.1 Changes and additions to the Statute

Art. 46

Every member of the Association can file an initiative for changes and additions in the Statute.

The initiative is filed in writing and with an adequate justification.

The suggestion for changes and additions to this Statute are determined by the Management board of the Association. The determined proposal is submitted to the assembly of the Association in writing and with an adequate justification at least 30 days before the holding of the session.

Art. 47

The Assembly decides on the changes and additions to the Statute by a two-third majority of the present members.

VIII.2. General acts of the Association

Art. 48

Beside the Statute, the bodies of the Association can also make other general acts, including:

- decisions
- rulebooks
- policy books

General acts must be in accordance with the laws and the statute of the Association.

Art. 49

Decisions as general acts are made in cases when it is exclusively regulated by the law and the statute, as well as other cases when issues significant to achieving the objectives of the Association are regulated in a general manner.

Art. 50

On issues that a body of the Association considered, but the conditions are not fulfilled for making a decision, positions, recommendations and other are determined, which express the opinion of the bodies on a specific issue.

Art. 51

The Rulebook generally regulates the relationships between the members of the Association, as well as relations between bodies of the Association in the realization of their obligations.

Art. 52

The Policy book regulates in more detail the procedural issues significant to the manner of work and decision-making of the bodies of the Association. Regarding procedural issues in the application of the policy book on work, the body of the Association makes decisions.

IX SEAL AND STAMP OF THE ASSOCIATION

Art. 53

The Association has a seal and a stamp.

The seal of the Association is of round shape, with 35mm radius, where on the inside edge of the circle the name of the Association is written in Latin and Cyrillic letters.

The stamp of the Association is of rectangular shape, 6 x 1.5 cm with the text of the abbreviated name of the Association written in Cyrillic and Latin letters and marked area for recording acts.

X REPRESENTING OF ASSOCIATION

Art. 54

Persons authorized to represent the Association are the President and Co-president of the Assembly of the Association.

The Assembly of the Association appoints persons from paragraph 1 of this article, by the principle that the President, that is the Co-president, of the Management board by function is the President, that is the Co-president, of the Assembly, in the same term as the Management board, and in that function they are authorized to appear as President, that is the Co-president, of the Association.

In case that the President, that is the Co-president, is prevented to preside over the session of the Management board or the Assembly of the Association, the Management board will decide which member of the Management board will preside that specific session.

The President of the Management board can in writing authorize the secretary or other persons to conclude certain contracts or complete legal jobs regarding the achievement of objectives within the Statute and complete the program activities of the Association.

Art. 55

The Association has the right in legal acts to conclude contracts and complete other jobs within its legal capability. The Association is accountable for its obligations by its assets.

XI CIRCUMSTANCES AND PROCEDURE FOR MERGING, SEPARATION, TRANSFORMATION OR CESSATION OF THE ASSOCIATION WORK

Art. 56

The Assembly of the Association can make the following decisions by a two-third majority of all members of the Association:

- on merging of the Association to another association or merging of another association to the Association
- on merging of the Association with another association so that such a merger results in a new association
- on transformation of the Association into a Foundation in accordance with the law
- on liquidation/dissolution of the Association

XII PROCEDURE OF THE ASSOCIATION ASSETS DISTRIBUTION IN CASE OF DISOLUTION OR CESSATION OF THE ASSOCIATION WORK

Art. 57

Simultaneously with the decision from article 56 the Assembly makes a plan of transformation, that is liquidation, of the Association, which determines the distribution of assets, rights and responsibilities of the Association, in accordance with the Statute of the Association.

In case of implementation of procedure from paragraph 1 of this article, the Assembly appoints a liquidator whose responsibility it is to care of the realization of the plan of transformation or liquidation, and who is authorized to represent the Association in that procedure and on submitting to authorized institutions a request for registration of cessation of work of the Association.

In the process of liquidation, all valid legal obligations are paid from the assets of the Association, as well as obligations created towards other creditors of the Association, and potential leftover property is distributed among members of the Association in proportion to their contribution and payment of membership fee.

XIII LOCAL AND INTERNATIONAL COOPERATION

Art. 58

After the registration at the Ministry of justice of Bosnia and Herzegovina, the Association will initiate the procedure of acquiring members in the International consultants federation FIDIC.

The Association realizes cooperation with similar organizations in Bosnia and Herzegovina, as well as cooperation with other international organizations.

The Association can become a member of, join or in another way connect to a local or an international association, that is organization, whose objective is the promotion of rights and interests of consultants.

The decision regarding paragraph 3 of this article is made by the Assembly at the proposal from the Management board.

XIV RECOGNITIONS AND AWARDS

Art. 59

The Assembly of the Association can, in relation to certain anniversaries or manifestations that it is organizing, give certain awards, gifts, diplomas and recognitions.

The contents and the form of individual types of recognitions is determined by a special decision of the Assembly.

XV CONFLICT OF INTERESTS

Art. 60

A member of bodies and representatives in the Association cannot decide on issues where he or, his spouse, his relatives in real or in-law line up to the third degree have an economic interest.

A member of bodies and representatives of the Association must be independent and free from any influence of the bodies of state government, contractors, as well as producers, suppliers and tradesmen of goods and equipment.

XVI TRANSITIONAL AND FINAL PROVISIONS

Art. 61

The interpretation of provisions from this Statute is given by the Assembly of the Association.

Art. 62

This statute is in effect on the day it is adopted on the founding session of the Assembly, and it will be implemented from the day the Association is registered in the authorized ministry.

Sarajevo, June 29, 2004
EV, number 02/004

PRESIDENT OF ASSOCIATION ASSEMBLY
Prof. dr. Ešref Gačanin, signed

CERTIFIED BY
Ministry of Justice
Sarajevo

Number: 07-50.1-102/04
Date: November 5, 2004

AUTHORIZED PERSON
Raisa Selmanagić, signed

Seal: round shape, Bosnia and Herzegovina, Ministry of Justice, Sarajevo (in Latin and Cyrillic letters)