

# Working Principles of the Turkish Cypriot Chamber of Architects

(Approved by the Extraordinary General Assembly of the Chamber on 25 February 2006 under the authority granted by Articles 33 and Temporary Article 1 of Law No. 21/2005 of the Union of Chambers of Turkish Cypriot Engineers and Architects – UCTCEA)

## SECTION ONE – GENERAL RULES

**Short Title:** These rules shall be cited as the “2006 Working Principles Rules of the Turkish Cypriot Chamber of Architects.”

**Interpretation:** Unless otherwise stated, the terms used in these rules shall carry the meanings defined in Article 2 of Law No. 21/2005.

**International System of Units:** Refers to the system internationally known as the “International System of Units (SI).”

**Headquarters and Branches:** The headquarters of the Chamber is located in Nicosia. If necessary, branches may be opened in all districts upon the decision of the General Assembly.

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## SECTION TWO – GENERAL ASSEMBLY

The General Assembly convenes every two years in March or April. Members are informed of the date, venue, time, and agenda at least fifteen days in advance both in writing and through publication in at least two daily local newspapers.

The minimum agenda items include:

- Election of the Presidium
- Review of the Board of Directors activity report
- Review of financial and auditing reports
- Election of the Chamber President
- Election of four members of the Board of Directors
- Election of two members of the Auditing Board

The General Assembly consists of active and practicing members of the Chamber. Temporary, honorary, and natural members may attend and speak but may not vote or be elected.

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## Voting Procedures

Voting may be conducted openly or secretly at the discretion of the Presidium. If 10% of the attending active or practicing members request it, voting shall be held by secret ballot.

Ballots for elections shall include candidate names in alphabetical order. Members may vote for as many candidates as the number of positions available.

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## SECTION THREE – BOARD OF DIRECTORS

The executive body of the Chamber is the Board of Directors, consisting of one President and four members elected for a two-year term from among active and/or practicing members.

During its first meeting, the Board elects a Secretary and a Treasurer from among its members. Meetings are called by the President or, in the President's absence, by the Secretary.

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## **Loss of Membership**

Membership on the Board of Directors may be terminated in cases such as resignation, legal incapacity, conviction of a dishonorable offense, disciplinary penalties, unjustified absence from three consecutive meetings, or loss of active/practicing membership status.

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## **SECTION FOUR – AUDITING BOARD AND SPECIALIZED COMMITTEES**

The Auditing Board carries out inspections at least once a year and may access all records and documents of the Chamber.

The Board of Directors may establish temporary or permanent specialized committees on matters requiring expertise.

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## **SECTION FIVE – MOVABLE AND IMMOVABLE PROPERTY**

The Treasurer is responsible for maintaining inventory records of all movable and immovable assets of the Chamber.

Disposal or acquisition of immovable property requires approval by the General Assembly.

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## **Chamber Social Facilities**

The Chamber's social facilities are managed by the Board of Directors. Members and their spouses may use the facilities and may bring guests occasionally.

With Board approval, members may organize social and cultural events such as cocktail receptions, tea parties, birthday celebrations, engagement ceremonies, and weddings.

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## **Financial Procedures**

All Chamber funds shall be deposited in banks operating within the TRNC. Payments are made by cheque with dual signatures of the Treasurer and either the President or the Secretary.

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## **Personnel Employment**

The Chamber may employ permanent or temporary staff or procure professional services when necessary. Recruitment decisions are made by the Board of Directors in accordance with applicable laws.

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## **Measurement Units and Standards**

All projects submitted to the Permit Office must comply with the International System of Units (SI) and use metric measurements.

Technical standards for projects submitted to the Permit Office shall be based on DIN and EN-ISO international standards.

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## **Entry into Force**

These rules entered into force upon approval at the Extraordinary General Assembly meeting held on 25 February 2006.

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