

**Coordinated version of the**

**STATUTES OF THE INTERNATIONAL  
ASSOCIATION FOR VIRTUAL REALITY AND  
AUGMENTED REALITY (EuroVR)  
INTERNATIONAL NON-FOR PROFIT  
ASSOCIATION**

**with registered office at Rue du Trone 98, 1050  
Brussels.**

## **Article 1**

### **(Name-Purpose-Duration-Seat)**

1.1 An international non-for-profit association named “European Association for Virtual Reality and Augmented Reality” and abbreviated “EuroVR” - hereinafter referred to as the “Association”- is hereby established under the Belgian law.

The Association is a non-for profit international association that shall be governed by the provisions of Title III of the Belgian law of June 27, 1921 as modified, on non-for-profit associations, international non-for-profit associations and foundations and by the present Statutes.

1.2 The Association is created for an unlimited duration

1.3 Its registered office shall be located in Rue du Trone 98, 1050 Brussels (RPR Brussels).

The registered office may be transferred to any other location in Belgium by a decision of the Executive Committee.

1.4 The purpose of the Association, being a non for profit Association with a scientific purpose, shall be to provide a framework for all members to meet, to discuss and to promote matters related to the Virtual Reality (“VR), Augmented Reality (“AR)” and Mixed Reality technologies, mainly in Europe, by all suitable means, and in particular by:

1. Bringing together all relevant end users, contractors and individuals interested in Virtual, Augmented and Mixed Reality and providing a common discussion forum;
2. Establishing relations with other similar associations;
3. Promoting, publishing and receiving communications related to the scientific approach of Virtual, Augmented and Mixed Reality, mainly in the European region.

The Association shall also in particular strive to:

- Promoting Virtual, Augmented and Mixed Reality in Europe and beyond;
- Planning future research in Virtual, Augmented and Mixed Reality;
- Facilitating Virtual, Augmented and Mixed Reality implementation in future workspaces;
- Promoting the European scientific community interested in Virtual Reality and Augmented Reality by organizing national events and conferences;
- Continuously keeping track of market needs and market trends in the field of Virtual Reality and Augmented Reality;

- Generating opportunities for technology transfer;
- Enabling European Union or National funded research projects and industrial research projects on Virtual Reality, Augmented Reality and Mixed Reality.

1.5 In order to fulfill its purpose, the Association shall act through the competent Association's bodies, pursuant to the present Statutes.

Activities may include, but are not limited to:

- Organization of an annual conference and other events;
- Maintenance of the INTUITION's network of excellence, being a action funded by the European Union under the Sixth Framework Program, knowledge base;
- Liaison activities among its members and with regulatory/funding bodies;
- Research trends identification;
- Provision of a framework for personnel exchange and sharing of knowledge;
- Networking and integration activities;
- Provision and maintenance of software tools to support its activities and Members;



## **Article 2 (Membership)**

Any individual or entity having legal capacity with regard to its national law having an interest in fulfilling the purpose of the Association as referred to in article 1.4 and 1.5 of the present Statutes, may become a member of the Association (here above and hereinafter referred to as “the Member(s)” or collectively “the Membership”) subject to the following.

2.1 There shall be four (4) classes of membership:

2.1.1. “Corporate Members”, consisting of companies and organizations established in a European country, such as: universities, institutes, associations, and national chapters, that make a significant contribution to Virtual, Augmented and Mixed Reality or are end users of Virtual, Augmented and Mixed Reality;

2.1.2. “Individuals Members”, consisting of individuals established in a European country, active in the scientific field of the Association and having an interest in Virtual, Augmented and Mixed Reality.

2.1.3. “Other Members”, consisting of students or retired individuals established in a European country, who work or used to work in the field of or having an interest in Virtual, Augmented and Mixed Reality.

Any student’s membership time is limited in time and the duration is decided by the Executive Board on the ground of the duration of the studentship. At the end of the membership the Student Member shall be invited to join the Association as an Individual Member.

The Association’s Executive Committee is entitled to appoint “Honorary Members” among the “Other members” class. Honorary Members have the right to attend the meetings of the General Assembly but do not have voting rights. The number of Honorary Members shall not exceed thirty.

2.1.4. "Non European Members", consisting of organizations and individuals not established in a European country, who work or used to work in the field of or having an interest in Virtual, Augmented and Mixed Reality.

2.2 Membership is not transferable.

2.3 Representation and voting rights of Members

2.3.1 Each Corporate Member shall be duly represented by an authorized representative to represent it with regard to the Association matters. If a Corporate Member appoints more than one representative, it shall appoint one voter, whose vote shall bind such Member. Each representative or, as the case may be, voter representative shall be deemed to have full powers to act and vote on behalf of the member he or she represents.

Corporate Members may decide to replace their representative(s) and/ or voter representatives after having informed the Association’s CEO of the identity, contact details and capacity as voter of their representatives by regular mail.

Corporate Members can also appoint a substitute to their representative(s), to assist or replace its representatives when necessary.

Corporate Members have a double vote at the General Assembly.

2.3.2 Individual Members have single voting rights at the General Assembly

2.3.3 Student and retired Members do not have voting rights at the General Assembly.

2.3.4. Non European Members have the right to attend the meetings of the General Assembly but do not have voting rights.

2.4 Multiple membership is feasible only on the grounds that a Member might be registered as Individual Member but simultaneously being appointed as representative of a Corporate Member. In that case the person has the right to exercise more than one vote (and but always limited to maximum 3 votes) in the General Assembly.

2.5 All matters of doubt or difficulty related to membership shall be decided by the Executive Committee.



### **Article 3**

#### **(Application to membership- membership fees – termination of membership)**

##### 3.1 Application to membership

3.1.1 A model of application form for Membership shall be defined by the Executive Committee within 2 months from the establishment of the Association.

3.1.2 Applicants to Membership of the Association shall submit the application form to the Executive Committee, which will decide on it by a simple majority vote. Applicants shall join to their application form an accurate proof of their class of Membership.

3.1.3 Applicants are informed in writing of the Executive Committee's decision regarding their application by the Association's CEO. New Members shall receive copies of relevant Association's documentation.

3.1.4 Adherence of Members will not be effective until their annual membership fees have been paid to the Association.

##### 3.2 Membership fees

Members are due to pay annual membership fees on each January 1st. In the event of non-payment of the fees within the following subsequent two years, the General Assembly holds the right to terminate the affiliation of the defaulting Member's membership. Members who do not pay their membership fees (current or previous) do not have the right to vote.

The Membership fees are differentiated according to the class of the Member that is applying and are subject to change after a decision of the General Assembly. Membership fees are determined annually by the General Assembly.

The annual Membership fee pertain to each calendar year and have to be paid in whole irrespective of the effective Membership duration in a year and of the time of submission of the application. No refunds shall be made in case of early termination of the Membership.

### 3.3 Termination of membership

#### 3.3.1 Membership ends by:

- Exclusion
- Voluntary withdrawal
- Death (for Individual Members, Other Members and individuals being Non European Members) or dissolution (for Corporate Members and organisations being Non European Members).

#### 3.3.2 Exclusion of a defaulting Member

Exclusion of a defaulting Member may occur by decision of the General Assembly upon proposal of the Executive Committee.

The Chairman shall present a full report of reasons why the defaulting Member should be excluded, before the Executive Committee proposes this to the General Assembly. In special cases and for serious reasons, the Executive Committee has the right to suspend the participation of a Member until the next General Assembly, where a final decision on the membership of the particular Member has to be taken. A Member being the subject of the process of suspension loses temporarily all its rights regarding the advantages in connection with its membership of the Association and the access to the Association services, tools and resources.

#### 3.3.3 Withdrawal of a Member

Membership can be terminated by giving notice of withdrawal to the CEO before the General Assembly approving the budget for the year in which the Member wishes to leave. The resignation becomes effective at the end of that financial year.

3.3.4 In case of termination of Membership, no paid fees can be sought by the Member concerned or shall be reimbursed by the Association, nor can the Member concerned have any financial claim on the assets of the Association.

3.3.5 Members are not personally liable for the debts of the Association.



## **Article 4**

### **(Organization)**

#### **The Association is organized as follows:**

#### 4.1 Management bodies

The management bodies of the Association are the following:

- The General Assembly consists of all Members and is the ultimate decision-making body of the Association;
- The Executive Committee is responsible for the coordination of the management of the Association, as further specified in Article 8;
- The Executive Board is in charge of the management, as further specified in Article 9.

#### 4.2 Operational bodies

- The Services Office is responsible for the design, development, provision and maintenance of all services and tools to the Members and to outside interested groups.
- The Committees. Each Committee shall include Members of the same membership class. A Committee requires that a minimum number of Members belonging to the same membership class is available. The General Assembly shall decide upon the creation of Committees and shall determine the minimum number of Members required for such Committees. Such Committees include:

- an Industrial Committee
  - a Research Committee
  - a National Chapters Committee ○ an Individuals Committee
- Special Interest Groups (SIGs) which are groups created by the General Assembly or the Executive Committee to handle specific issues or to address actions.

#### 4.3 Advisory Body

- The Advisory Board with a consultancy role.



### **Article 5** **(The General Assembly)**

#### A - Composition

5.1 The General Assembly consists of all Members of the Association, having duly paid their Membership fees, with Individual and Corporate Members having voting rights according to the voting rights attributed to their respective classes, and constitutes the ultimate decision-making body of the Association.

#### B - Meetings

5.2 The General Assembly shall meet annually under ordinary session. Extraordinary sessions can be requested by 1/3 of the General Assembly Members or by decision of the Executive Committee.

5.3 Every Corporate Member, present or represented at such a General Assembly session shall be entitled to two votes, whereas Individuals Members only to a single vote.

5.4 The ordinary session of the General Assembly shall be held once every year at such time and at such place as may be prescribed by a decision of the Executive Committee. The General Assembly Members should receive notice of the date and the venue and a preliminary agenda two months prior to the ordinary session. The General Assembly may decide in an ordinary session only upon agenda items for which one month prior notice has been given to all General Assembly Members by the Executive Board. During the ordinary session additional agenda items may be added with the



unanimous agreement of all present or represented General Assembly Members. General Assembly Members.

5.5 Notification of date and venue and agenda for any extraordinary session should be distributed to the General Assembly Members by the Executive Board at least fifteen days before the session takes place. During the session, additional agenda items may be added with the unanimous agreement of all present or represented General Assembly Members. The minutes of the meetings shall be transmitted to the General Assembly Members within 30 days after the meeting date. The minutes shall be considered as accepted if, within 15 days from receipt, no General Assembly member has objected in writing to the chairperson.

#### C - Chairmanship

5.6 The Chairman shall chair every General Assembly session. Failing the Chairman, the chair will be set according to the provisions of Article 9.3.

#### D – General Assembly Powers

5.7 The General Assembly determines the general policy of the Association and has all powers needed for the realization of the purpose of the Association if such powers are not explicitly delegated to another body of the Association.

Decisions within the powers of the General Assembly are inter alia:

- a) Approval of budgets;
- b) Approval of annual account for the past financial year;
- c) Election and expulsion of members of Executive Committee as well as their release;
- d) Appointment and release of the statutory auditor;
- e) Admission of new Members and expulsion of Members;
- f) Determination of the yearly Membership fees for the Members;
- g) Modification of the Statutes of the Association, including change of the statutory office of the Association;

- h) Voluntary dissolution and liquidation of the Association;
- i) General policy and actions in pursuance of the Association's purposes;
- j) Determination of the categories and classes of membership for the Association;
- k) Determination of the destination of the net assets in the event of the liquidation of the Association, it being understood that the allocation has to be done for the benefit of a non-for-profit purpose.
- l) Determination the Internal Regulations of the Association.

#### E – Quorum

5.8 The ballot of any Member of the General Assembly in delay with any sum payable to the Association shall not be allowed.

5.9 The General Assembly sessions (ordinary or extraordinary) shall be maintained only if there are 70 % of Corporate Members or 50% plus one of the General Assembly Members are present or represented. If such number is not reached, the session shall be adjourned and a second meeting with the same agenda shall be convened and validly take place without the quorum being met. This second meeting must be convened at least 14 calendar days after the first meeting.

#### F – Voting Rules

5.10 Every Corporate Member, present at a General Assembly session shall be entitled to exercise two voting rights, whereas each Individual Member only has a single voting right. Other Members and Honorary Members shall not have any voting right.

Except for decisions g), h) and k) referred to in art. 5.7 above, the rule of vote during General Assembly meetings shall be the simple majority rule.

For decisions g), h) and k) above:

- The General Assembly must reach a quorum requirement of two thirds of the voting rights present or represented to the concerned meeting of the General Assembly. If such quorum requirement cannot be reached after the third consecutive meeting taking place with the same agenda, then on its fourth meeting, the General Assembly may validly decide without the quorum requirement being met.

- The decision must be approved by at least three quarters of the present or represented of the voting rights.

5.11 The ballot will be held during the session of the General Assembly and each ballot casted will be recorded by the scrutineers. If it is deemed necessary, an electronic balloting can take place. In such a case, the issue upon which a decision has to be taken will be formulated in a detailed manner and submitted to the Members. In such a case, a deadline for voting will also be set. If electronic voting is not available, a postal ballot form shall be provided as an alternative. A Member shall vote either by returning the postal ballot form or through the electronic ballot system, but not both.

5.12 Balloting shall permit the identity of the voter to be verified by means approved by the Executive Committee. Ballots shall be delivered to the Secretary of the meeting, to be received by the date specified by the Executive Committee.

5.13 An approved electronic ballot system shall include a trail of Members voting in a ballot, accessible to the scrutineers of the ballot.

5.14 Ballots shall be verified by two scrutineers nominated by the Executive Committee.

5.15 Whenever a ballot is necessary to nominate members of the Executive Committee, the following shall apply:

5.15.1 The Executive Committee shall (at least three months before the date of the ordinary annual session or any other session, when appropriate) send a call for candidates. The form with all potential candidates shall be sent to all Members two months before the said ordinary session. Included with the ballot form shall be sent such particulars regarding the candidate's qualifications, occupation and experience as the Executive Committee may from time to time direct. This information shall also be made available at the same time through the Association's Web site.

5.15.2 Each Member desirous of voting shall record a vote as described in the instructions accompanying the ballot, provided that no Member shall vote for more candidates than the number of vacancies.

5.15.3 The scrutineers of the ballot nominated by the Executive Committee shall not be candidates nominated for election as members of the Executive Committee.

5.15.4 The report of the Scrutineers shall be presented to the Chairman at the annual General Meeting or any other appropriate meeting.

5.15.5 In all cases of equality of votes, the Chairman shall have a second or casting vote.

5.15.6 If at any time after the ballot forms have been sent to Members, and before the decision by the Annual General Meeting, any candidate who would otherwise have been elected has died or has withdrawn his or her nomination or has in any way become ineligible for election as a member of the Executive Committee, then the candidate having the next greatest number of votes shall be elected or, if there is no such candidate, the Corporate Members present or represented may nominate and elect any representative of a Corporate Member.



## **Article 7** **(Committees)**

The Association is organized in Committees. In principle, a minimum of 5 Members of the same membership class is needed for the creation of a Committee except if decided otherwise by the General Assembly. Subject to further decision of the General Assembly, the following Committees are foreseen at the start of the Association are:

- **National Chapters Committee:**  
The National Chapter Committee shall be formed of Members being National or Regional Associations or similar type of Organizations related to Virtual, Augmented or Mixed Reality. Its aim is to promote and assist in the creation of National Chapters in all European Countries where VR/AR activities take place. Its Members elect its representatives to the Executive Committee.
- **Industrial Committee:**  
The Industrial Committee shall be formed of Members being technology or service providers and industrial companies, comprising both companies and SMEs. The Committee shall elect its representatives to the Executive Committee. The Committee has the duty to support the organisation of the annual conference through assisting in the exhibition programme.
- **Research Committee**  
The Research Committee shall be formed of Members whose core activity lies in research (i.e. universities, research institutions and laboratories). The Committee shall elect its representatives to the Executive Committee. The Committee has the duty to support the organisation of the annual conference through assisting in the conference programme.
- **Individuals Committee**  
The Individual Committee shall be formed of Members registered as Individuals Members. In the committee belong also Students and Retired Members and individuals who are a Non European Member. The Committee shall elect its representatives to the Executive Committee.

Any Committee created shall be ratified by the Executive Committee.



## **Article 8** **(The Executive Committee)**

### 8.1 Composition

The coordination of the management of the Association will be run by the Executive Committee.

8.1.1 This Executive Committee will be composed by 21 members, hereinafter also referred to as “Officers”, if the initial members allow the specific number to be feasible. The members of the Executive Committee will be nominated as follows:

- 6 representatives appointed by the Industrial Committee
- 4 representatives appointed by the Research Committee
- 2 representatives appointed by the National Chapters Committee (if at least 3 National Chapters exist as members)
- 2 representatives appointed by the Individual Members Committee
- 7 other members elected by the General Assembly

Notwithstanding the foregoing, there may be less than 21 Officers, depending on the number of members and the actual candidates. The number of Officers is decided by the Executive Committee and cannot be less than 15.

If one or more Committees cannot be formed or cannot elect members of the Executive Committee, the corresponding number of members shall be elected by the General Assembly for the same term of office as if appointed by the relevant Committee. Each year, the mandates of 1/3 of the Executive Committee members will be open for election or reelection. The General Assembly will determine the duration of the mandates of the initial Executive Committee in order to achieve this rotation.

The members of the Executive Committee shall be appointed for a period of three years.

The members of the Executive Committee shall be Corporate or Individual Members of the Association as defined in Article 2. The Corporate Members shall designate a permanent representative for the execution of their mandate as an Officer.

8.1.2 Any member of the Executive Committee may resign from its mandate, by sending a resignation letter to the Executive Board. Upon acceptance of resignation the member shall vacate the office. A resigned member of the Executive Committee may still hold the rights of an Association Member.

Any vacancy in the Executive Committee occurring between two meetings of the General Assembly, owing to death, resignation, removal or otherwise shall be filled as follows:

- The Executive Committee shall elect, with simple majority vote, the replacement officer(s). Officers elected in such manner shall serve for the remaining term of office of the Executive Committee.
- The General Meeting shall ratify the nomination of the officer, elected in accordance with the previous paragraph.

An Officer must vacate his/her office if:

1. Such Officer ceases for any reason to be a Member of the Association (with the exception of the CEO), in which case the Officer's mandate shall terminate upon termination of the Membership.
2. Such Officer is the subject of a decision of the Executive Committee deciding with two third majority, however excluding the concerned Officer, as being unable to fulfill his/her duties as an officer either due to inability to attend meetings or insufficient effort to any of his or her other duties.

The mandate of any Officer being the subject of a decision of the Executive Committee referred to above may be terminated by a resolution of the General Assembly (gathered by decision of the Executive Committee in extraordinary session) called for to decide on this subject. During this procedure the Officer under discussion has the right to present his/her case and defend his/her position.

8.1.3 Meetings of the Executive Committee may be held at such time and place, either within or out the state of Belgium, as shall be determined from time to time by the Executive Committee

The meetings shall be called by the Chairman of the Executive Committee or by the CEO at the instruction of the Chairman. Written notice shall be duly given to each Officer at least five days in advance of the meeting. The minutes of the meetings shall be transmitted to the Executive Committee Members within 30 days after the meeting date. The minutes shall be considered as accepted if, within 15 days from receipt, no Executive Committee member has objected in writing to the chairman.

## 8.2 Tasks

The Executive Committee governs and represents the Association towards third parties and shall have general responsibility on all matters involving the management of the Association. Notwithstanding the power of representation of the Executive Committee, the Association is also validly represented, within the limits of the day-to-day management (including banking operations), for acts exceeding ten thousand euros (€ 10,000.00) but lower than fifty thousand euros (€ 50,000.00), by the Chairman and The Treasurer, acting jointly, and for acts not exceeding ten thousand euros (€ 10,000.00), by the Chairman or the Treasurer, acting alone. For acts exceeding fifty thousand euros (€ 50,000.00) the Chairman and the Treasurer have to be authorized by the Executive Committee through a Special Executive Committee meeting or by email approval.

8.2.1 In particular the Executive Committee is empowered to:

1. Fulfill the purposes of the Association as defined in article 1.4.
2. Summon the General Assembly.
3. Administer the assets of the Association. 4. Appoint representatives of the Association for meetings and conferences.
5. Carry out the decisions of the General Assembly sessions.
6. Propose the termination or suspension of a particular member's Membership to the Association.
7. Propose to the General Assembly the budget for next year.
8. Present to the General Assembly the annual report of activity, financial report together with an auditor's report.
9. Elect and dismiss the members of the Executive Board.

8.3. Rules of meeting, quorum requirement and voting rules.

8.3.1 The Executive Committee shall meet at least 2 times per year upon convocation of its Chairman. Meeting of the Executive Committee may also be requested by 1/3 of the Officers.

8.3.2 The absolute majority of the Officers have to be present or to be represented at all meetings of the Executive Committee.

In the absence of a quorum at any such meeting, the meeting shall be adjourned, until a quorum shall be present.

8.3.3 Each member of the Executive Committee is entitled to a single vote concerning voting sessions within the Executive Committee.

8.3.4 Decisions of the Executive Committee shall validly be taken following the simple majority rule.



## **Article 9** **(The Executive Board)**

9.1 The Executive Committee will appoint the members of the Executive Board (EB), a group that will take care of the management of the Association, and will consist of five to nine members, amongst which are:

- 1) A Chairman
- 2) A Vice Chairman
- 3) A Chief Executive Officer (CEO)
- 4) A Secretariat
- 5) A treasurer
- 6) Common members

The Executive Board is chosen by the Executive Committee deciding in accordance with its voting rules. Notwithstanding the foregoing, the first Executive Board will be chosen by the founding members of the Association at the occasion of the deed of creation of the Association.

The Executive Committee maybe decide not to appoint an Executive Board, in which case the Executive Committee shall bear all responsibilities of the Executive Board, as provided in this statutes.

The Executive Board shall prepare, propose and execute the decisions of the Executive Committee. The CEO participates at the Executive Board. The other members of the Executive Board should be members of the Executive Committee.

The meetings shall be called by the Chairman of the Executive Board or by the CEO at the instruction of the Chairman. Written notice shall be duly given to each Executive Board member at least five days in advance of the meeting. The minutes of the meetings shall be transmitted to the Executive Board Members within 30 days after the meeting date. The minutes shall be considered as ac-



cepted if, within 15 days from receipt, no Executive Board member has objected in writing to the chairman. Decisions of the Executive Board shall validly be taken following the simple majority rule.

9.2 For the period until the first General Assembly a temporary Executive Board will be appointed. The temporary Executive Board will have the responsibility to prepare the launch of all Association bodies and organize the first General Assembly. It will also prepare the Internal Regulations Document of the Association. The temporarily Executive Board will be active till the first elections through the first General Assembly.



## **Article 10**

### **(The chairman)**

10.1 The Chairman is appointed every three years from amongst the members of the Executive Committee. The appointment of the Chairman is made by a decision of the Executive Committee in accordance with its voting rules, at the first time within 30 days of the first election of the members thereof.

The term of office of the Chairman of the Association may be renewed not more than twice consecutively. The Chairman chairs the Executive Committee, the Executive Board and the General Assembly.

10.2 The Chairman represents the Association in meetings, conferences etc. If the Chairman is unable to attend such meetings, conferences etc, he/she is substituted by the vice Chairman or, if not available, by a member of the Executive Board appointed for this purpose.

10.3 The Chairman shall chair every General Assembly and every meeting of the Executive Committee and Executive Board. In case that the Chairman is unable to attend these meetings, the vice chairman shall replace him/her. In case that the vice Chairman is also unable to attend, a member of the Executive Board, appointed by the majority of 2/3 of the General Assembly present or represented members, shall be responsible for chairing the session. If no Executive Board member is available to chair the meeting then a member of the Executive Committee can be appointed to do so.

10.4 The responsibility of the Chairman is to fully implement the decisions taken by the General Assembly, the Executive Committee and the Executive Board and to work towards the realization of the Association purpose.

10.5 The Chairman is responsible for monitoring the economic activities of the Association and shall be informed by the Chief Executive Officer for any activity of the Association concerning assets.



**Article 11**  
**(The Vice Chairman)**

11.1 The Vice Chairman is appointed every three years from amongst the members of the Executive Committee. The appointment of the Vice Chairman is made by a decision of the Executive Committee in accordance with its voting rules, at the first time within 30 days of the first election of the members thereof.

11.2 The vice Chairman assists the Chairman in his tasks and he/she replaces the chairman whenever the latter is unable to attend.



**Article 12**  
**(The Chief Executive Officer)**

12.1 The Chief Executive Officer, abbreviated CEO, is appointed every three years by the Executive Committee. Notwithstanding the foregoing, the first CEO will be chosen by the founding members of the Association at the occasion of the deed of creation of the Association.

The appointment of the Vice Chairman is made by a decision of the Executive Committee in accordance with its voting rules.

The CEO as a person may be a Member of the Association, a representative of a Corporate Member or any other physical person.

The CEO can be a member of the Executive Committee or not.

12.2 The CEO is responsible for the asset distribution and handling of the Association, and the daily management of the Association activities.

12.3 The CEO should have all the capabilities and experience needed for the daily management of the Association. Every Member of the Association may propose a candidate following a call issued by the Executive Committee.

12.4 The CEO shall be in charge of the daily management of the Association. The CEO shall represent the association towards third parties within the framework of the daily management.

The CEO is responsible for reporting to the Chairman and Vice-Chairman at least monthly regarding the expenses and activities of the Association.

12.5 If the Executive Committee does not appoint a CEO for a period of time exceeding one month, the duties of the CEO are attributed to the Chairman until the CEO is appointed.



### **Article 13**

#### **(The Treasurer and the Secretariat)**

13.1 The Treasurer is appointed every three years from amongst members of the Executive Committee. The appointment of the Treasurer is made by a decision of the Executive Committee in accordance with its voting rules.

13.2 The Treasurer is responsible for the sound financial management of the Association. He/she follows all financial issues and issues regular balance sheets and reports on the financial status of the Association for the information of the Executive Committee.

He also prepares the annual financial report and the annual account of the Association which is presented by the Executive Committee to the General Assembly for approval.

13.3 The Secretariat is appointed every three years from amongst members of the Executive Committee. The appointment of the Secretariat is made by a decision of the Executive Committee in accordance with its voting rules

13.4 The Secretariat is responsible for keeping the archives of the Association and of the Executive Committee and Board. He/she is also responsible for preparing the meetings of the Association bodies and keeping the minutes of such meetings. He/she is also editing all official documents of the Association.



#### **Article 14 (The Advisory Board)**

14.1 The Advisory Board is appointed for two years by a decision of the Executive Committee in accordance with its voting rules.

It consists of 5 physical persons, who may be external or internal to the Association. These persons must be experts in scientific fields relevant to the Association.

14.2 The task of the Advisory Board is to advise the Executive Committee and the Chairman for decisions in all scientific and vocational matters. The Advisory Board also supports the Committees and SIGs.

14.3 The Advisory Board shall meet with the Executive Committee annually, and shall be informed by the Chairman or the CEO of every activity that is under discussion. The Chairman or the CEO

shall report formally in writing to the Advisory Board at any time a matter of decision taking in scientific and vocational matters arises.



## **Article 15** **(The Services Office)**

15.1 The Services Office, abbreviated SO, is the part of the Association related with the development, provision (with or without fee) and maintenance of services and tools to the Members and to the registered users. It is also responsible for the performance of studies either directly or through others, the handling of the participation of the Association, in projects, initiatives or external studies. The SO is also responsible for the organization of all Association events.

15.2 To perform its duties the SO can request the use of expertise and resources of the Association members, its own resources or external parties through subcontracting. The SO administrates the Association scientific and administrative human resources.

15.3 The SO is administrated by the SO Director who is a physical person, either Member of the Association or external to it. He/she is appointed by the Executive Committee. The SO Director reports to the CEO who authorizes his/her actions.



## **Article 16** **(Special Interest Groups (SIGs))**

16.1 Special Interest Groups are groups that are created by the General Assembly or the Executive Committee pursuant to Article 4 of these Statutes in order to study, analysis or work on a specific topic or issue related to a specific field of Virtual, Augmented or Mixed Reality.

At least 5 entities, Individual or Corporate Members, are needed for a SIG to be created. Every SIG shall be led by a chairperson elected by and from the members of the SIG and approved by the Executive Committee.

16.2 SIGs are proposed by the different Committees, or the Executive Board. The Advisory Board can also propose to the Executive Committee the creation of a specific SIG. The General Assembly and or the Executive Committee is responsible for the creation and follow-up of the SIGs. SIGs can be created also upon a Members' requests, providing a signed form by at least 10 members of the Association. The Executive Committee shall accept or deny the creation of the SIG.

16.3 A SIG is resolved when it finishes its activities or the relevant Committee or Executive Committee decides that it either concluded its mission, or its goals are obsolete.



## **Article 17**

### **(Resources)**

17.1 The resources of the Association consist of:

- (a) Annual membership fees paid by Members;
- (b) Possible donations, bequests and legacies in the limits of the law;
- (c) Subsidies or grants which may be awarded to it by public or private bodies;
- (d) Any other resources which may derive from its own non-for-profit activities.

17.2 In order to fulfill its purpose and to secure its functioning, the Association may at all times constitute or organize separate or independent bodies and give them an appropriate legal structure. None of these activities should generate profits.



## **Article 18** **(Amendments)**

18.1 Any proposal of amendment of these Statutes shall be sent to all Members of the Association through the CEO or the Chairman, at least one month before any General Assembly meeting which shall decide upon such proposal. A proposal of amendment of the Constitution may also be made and voted by electronic means.

18.2 Amendment proposals should be made by the Executive Committee. Such proposals can also be submitted by at least 30% of the General Assembly members, or 50% of the Corporate Members.

18.3 To be approved, any amendment of the present Statutes shall require a quorum of two thirds of the Members and the favorable vote of three quarters of the General Assembly members and of at least 50% of the Corporate Members.



## **FINANCIAL AND MISCELLANEOUS PROVISIONS**

### **Article 19** **(Financial year)**

The financial year of the Association shall be the calendar year (1st of January to 31st of December). Without prejudice to the above paragraph, the first financial year shall began at the date of entry into force of the royal decree giving legal personality to the Association and end the following 31st December.



### **Article 20** **(Annual Accounts and external auditors)**

20.1 Within four months after the end of a financial year, the Board shall submit to the General As-

sembly an Annual Report on the activities of the Association. The Board shall report on its management of the Association in the past year, as well as the Annual Accounts, comprising a balance sheet and a profit and loss account for approval by the General Assembly. The Annual Report shall also include an executive summary of any committee activities that have been carried out during the past year. Chairpersons of Committees or of Advisory Bodies may be asked by the General Assembly to deliver further reports.

20.2 The Annual Report and the Annual Accounts of the Association shall be audited by an independent, external auditor at the cost of the Association in case the respective annual expenditure of the Association exceeds 10.000 Euro. The auditor shall be appointed by the General Assembly within the on-going year.

20.3 Without prejudice to the General Assembly's right to determine any kind of auditing procedure, the Annual Report and the Annual Accounts of the Association shall be audited by an independent external auditor at the cost of the Association if required by law. The auditor shall be appointed by the General Assembly.

Otherwise, the General Assembly may appoint an internal auditor or any Full Member of the Association may request an audit of the Annual Accounts by an independent external auditor at its own cost.

In any of the above cases, the auditor's report shall be presented to the General Assembly together with the Annual Report.

20.4 The decision on approval of the Annual Report and the Annual Accounts shall be taken six months after the end of the financial year at the latest.



## **Article 21** **(Dissolution)**

21.1 Any proposal to dissolve the Association needs to come from the Executive Committee or from at least two thirds of the General Assembly members.



21.2 The Executive Board must notify the members of the Association of its proposal at least 2 months before the date of the General Assembly meeting, during which the proposed dissolution will be discussed. In order to decide the dissolution of the Association, the General Assembly must reach a quorum of two thirds of the Members of the Association present or validly represented to such Meeting. If such quorum cannot be reached after the third consecutive meeting, then the present members shall decide on the dissolution of the Association. The decision on the dissolution is valid if approved by at least three quarters of the votes of the present or represented members. The dissolution will be effective after approval by the competent authority in accordance and after the completion of all formalities imposed by the law. The General Assembly specifies the terms of dissolution and liquidation of the Association.

21.3 In case of dissolution of the Association, any net funds shall be disbursed to a non profit legal body of private law with similar non-profit social objectives to the Association.



**Article 22**  
**(Resolution of Disputes)**

All disputes arising in connection with the Association, including members or organs of the Association, shall be submitted to the Courts of Brussels.



**Article 23**  
**(Internal regulations)**

All matters that are not addressed or detailed by these Statutes may be clarified in, the Internal Regulations of the Association, which will be prepared by the Executive Committee and approved by the General Assembly in accordance with its voting rules. The same procedure is followed for their updating. Especially for the period of time until the first general Assembly the Internal Regulations of the Association will be approved by the temporal Executive Board.



**Article 24**  
**(Language)**

The working language of the Association shall be English. The Association will at any time conform to the applicable legislation regarding the use of languages in Belgium. In case of a dispute relating to the Statutes between the Members the published version of the Statutes shall prevail. Towards third parties the official published version is the only relevant version.



**Article 25**  
**(Transitory provisions)**

As a temporary condition and as an exemption to article 9 of the Statutes the first book year will start at the date of the registration of the creation of the Association on which a bank account in the name of the Association has been opened. This book year will end at the 31st of December of the year following the year of the creation of the Association.

The first meeting of the Executive Board for the approval of the yearly accounts for the first book year will take place during the year following the end of the first book year.