



## **PROTOCOL ON ACA-TAB COMMISSIONS**

In accordance with the provisions of Art. 23(e) of the ACA-TAB Articles of Association, one of the functions of the person who holds the presidency of the institution is to propose commissions, sections or organisational divisions to the Board of Directors and to appoint people to carry out executive, management, director or similar functions and those that are organisationally appropriate. Art. 19 Section 2(a) of the same Articles of Association, on the other hand, considers the creation of commissions, sections or organisational divisions, the establishment of their functions and the appointment of the members who are to carry them out to be functions of the Board of Directors.

This protocol, which is made up of ten clauses, establishes the functions and guidelines to be followed by the TAB commissions.

**FIRST.-** The Commissions shall be chaired by a member of the Board of Directors and may include persons who are not members of the governing bodies of the Association, except for the Arbitrators Commission and any other commission which analyses or becomes aware of data contained in the arbitration files. In these cases, their members must necessarily be members of the TAB.

The person chairing the commissions shall direct the meetings. Each commission may elect a vice-chairperson from among its members. The vice-chair shall replace the person holding the presidency in the event of absence.

**SECOND:** The person holding the presidency of the TAB shall inform the interested party individually of their removal as a member of a commission. The reasons for leaving the list of a Commission are as follows:

- a) Voluntary resignation of the commission member.
- b) Death of the member of the commission.
- c) The decision of the Board of Directors to periodically renew the composition of the Commission.
- d) Failure to heed the instructions of the chairperson of the Commission or the chairperson of the TAB.
- e) Non-acceptance or non-compliance with the internal rules of the TAB.

**THIRD:** When the person holding the presidency of the Board of Directors attends the meetings of any Commission together with the chairperson of the same, the meeting shall be co-chaired indistinctly by both chairpersons. In the event that only one chairperson attends, the chairperson shall chair the meeting.

**FOURTH:** When a Commission is created, its functions shall be defined in the manner provided for in clause seven of this protocol. The Board of Directors shall appoint its members, without prejudice to the incorporation of other members at a later date. Both the functions and the names and surnames of the members of all the Commissions shall be published on the corporate website and shall be kept permanently updated.



**FIFTH.-** At the time of approving this protocol, it has been agreed to create the following Commissions:

- a) Arbitrators Commission.
- b) Regulations and Publications Commission.
- c) Marketing and Territory Commission.
- d) Training Commission.
- e) Financial Control Commission.
- f) Think Tank Commission.

**SIXTH.-** The commissions may be organised into working subgroups. Their creation may be proposed by the presidency of the Board of Directors.

**SEVENTH.-** The Commissions shall be responsible for submitting proposals to the Board of Directors, without being able to adopt executive agreements. The proposals to be submitted to the Board of Directors shall be communicated in advance to the President of the Board of Directors and to the management for their inclusion in the agenda.

**EIGHTH.-** The person holding the presidency of each Commission shall have full autonomy to organise, convene and direct his/her Commission, as well as to draw up the minutes of its meetings and the proposed resolutions to be submitted to the Board of Directors.

**NINTH.-** Membership of a Commission as a member shall not be incompatible with appointment as an arbitrator or with acting as counsel in arbitration proceedings.

**TENTH.-** The persons who form part of the ACA-TAB Commissions are obliged, from the moment they accept their appointment, to maintain the confidentiality of all the deliberations of the meetings, as well as all the information and documentation dealt with in the commission.

This protocol was approved by the Board of Directors on 6 July 2022.