

STATUTES OF ASSOCIATION

THE ALBANIAN ASSOCIATION OF EARTHQUAKE ENGINEERING (A.A.E.E) – SHOQATA SHQIPTARE E INXHINIERISË SIZMIKE (S.S.I.S)

In Tirana today an Association is being established “**Albanian Association of Earthquake Engineering (A.A.E.E)**” as National Section – collaborating with the International Association for Earthquake Engineering - I.A.E.E. and of the European Association for Earthquake Engineering - E.A.E.E.

The organization “**Albanian Association of Earthquake Engineering» (A.A.E.E)**” is an organization created through the Establishment Act dated **06/12/2019**, according to the Civil Code of the Republic of Albania and Law No. 8788, dated 07.05.2001, “On Non-Profit Organizations” as amended.

This Act constitutes the Statute of the Organization approved by the meeting of the founding members dated **06/12/2019**.

ARTICLE 1

NAME AND STATUS

1.1 The official name of the organization is: “**Albanian Association of Earthquake Engineering (A.A.E.E) - Shoqata Shqiptare e Inxhinierisë Sizmike (S.S.I.S)**”.

1.2 This organization is called: “**Albanian Association of Earthquake Engineering (A.A.E.E) - Shoqata Shqiptare e Inxhinierisë Sizmike (S.S.I.S)**”, and shortly named “**A.A.E.E - S.S.I.S**”.

1.3 “**A.A.E.E - S.S.I.S**” is established as a voluntary union of Civil Engineers, Professors, Researchers, Scientists in the field of seismology and other construction workers in Albania, regardless of political and party affiliation, ideological beliefs and religious beliefs.

1.4 “**A.A.E.E - S.S.I.S**” is a non-political, independent legal entity that exercises its activity independently of state governing bodies and interests in accordance with the applicable Albanian legislation.

ARTICLE 2

FORMS

2.1 The organization “**Albanian Association of Earthquake Engineering (A.A.E.E) - Shoqata Shqiptare e Inxhinierisë Sizmike (S.S.I.S)**” is organized on the basis of Law No. 8788 'On Non-Profit Organizations', as amended by the Assembly of Albania 7.5.2001 and will be classified as an Association.

2.2 The organization “**Albanian Association of Earthquake Engineering (A.A.E.E) - Shoqata Shqiptare e Inxhinierisë Sizmike (S.S.I.S)**” is a membership association established by the free will of its members.

2.3 The decision-making body of the **Association "A.A.E.E - S.S.I.S"** is the General Assembly of Members.

2.4 **The Association "A.A.E.E - S.S.I.S"** may operate throughout Albania and outside its territory, and may establish branches and representative offices in accordance with the applicable legislation.

ARTICLE 3

SEAT

3.1 The headquarters “**A.A.E.E - S.S.I.S**” is located at: **Str. "Hysni Gërbolli", Cadastral Zone 8310, first floor, Tirana, Albania.**



3.2 In accordance with economic opportunities and with the approval of the Executive Committee (K.E.), "A.A.E.E - S.S.I.S" may rent or lease other premises, or change the address of the "A.A.E.E - S.S.I.S" headquarters.

ARTICLE 4

EMBLEM AND SEAL

4.1 "A.A.E.E - S.S.I.S" will have its own seal and emblem.

4.2 The seal has the designation and headquarters of "A.A.E.E - S.S.I.S" and the emblem in the middle.

4.3 The seal text is written in Albanian and English:

"Shoqata Shqiptare e Inxhinierisë Sizmike (S.S.I.S) - Albanian Association of Earthquake Engineering (A.A.E.E)"

4.4 The name and emblem of "A.A.E.E - S.S.I.S" are part of this statute and must appear in all the documents and correspondence arising out of the organization.

ARTICLE 5

TERRITORIAL EXPANSION

5.1 "A.A.E.E - S.S.I.S" conducts its activity without restriction throughout the territory of the Republic of Albania and abroad. The Organization may establish its branches in the city center or in any other administrative-territorial unit of Albania, at the same time it may establish branches or subsidiaries outside the territory of the Republic of Albania.

ARTICLE 6

DURATION

6.1 The duration of the activity of "A.A.E.E - S.S.I.S" is unlimited. The General Assembly of Members may decide upon the amendment, termination or closure of "A.A.E.E - S.S.I.S". In this case, all applicable legal procedures apply.

ARTICLE 7

PURPOSE AND OBJECTIVES

The organization will have the purpose and the object of its activity as follows:

7.1 The purpose and objectives of "A.A.E.E - S.S.I.S" are:

a) The co-operation with the above mentioned International Associations, of which this Association is becoming a member according to their Statutes.

b) The co-operation with the National Members of these Associations, through information exchange, visits, etc.

c) The promotion of Scientific and Technological Developments and Applications in the field of Earthquake Engineering in our country, through research, publications, co-operation with Universities and other Institutions, by maintaining a library and archives of related subjects, by organizing conferences, seminars, lectures etc.

d) The official participation in International Conferences for Earthquake Engineering and the organization of similar events in Albania.

e) The participation in the revisions of the Albanian Code for Earthquake Resistant Design, whenever necessary, and the contribution to earthquake risk mitigation, in general.

f) The advancement of the spirit of co-operation and the protection of scientific and professional status of its members.

g) The selection and appointment of the representatives to the I.A.E.E. and the E.A.E.E., and of the members for working groups of these Associations.

h) Preparing joint projects for extending the technical cooperation among its Members on earthquake engineering related topics.



- i) Conducting investigations and research within its objectives and activities by establishing task groups within the Association or through experts and consultants.
- j) Organizing production and distribution of all kinds of gift items, informational and educational materials.
- l) Receiving or giving donations and aids in accordance with the Law for Receiving Donations and Statutes.
- m) Any other activity related to Earthquake Engineering from a scientific point of view (theoretical or applied), within the goals of the Albanian Chamber of Commerce, the I.A.E.E. and the E.A.E.E.

ARTICLE 8

MEMBERS - RIGHTS - OBLIGATIONS - RESPONSIBILITIES

8.1 Regular members of the "A.A.E.E - S.S.I.S " can be licensed Civil Engineers of Albania who:

- a) Have at least 1 (one) publication in a scientific journal in the area of earthquake engineering or
- b) Have at least 1 (one) participation with presentation of a paper in a Conference of Earthquake Engineering organized by the I.A.E.E., the E.A.E.E., or in other similar events of comparable status, or
- c) Have at least 10 (ten) years documented earthquake engineering design experience or Engineering Seismology.

8.2 Interested persons should apply for "A.A.E.E - S.S.I.S " membership to the E.C., by submitting also documents that prove their eligibility according to paragraph 8.1 of these Statutes. Submission of an application for membership implies full knowledge of and agreement with these Statutes. The decision is taken by a majority vote of the present members of the E.C. and must be properly justified. Membership to the "A.A.E.E - S.S.I.S " may also be granted to a person who meets the requirements of paragraph 8.1, after a justified recommendation by an E.C. member and by a unanimous decision of the E.C. Membership cancellation after a written request by a member or after total inactivity for five years is made by a majority vote of the present members of the E.C. Appeals for membership denial or cancellation are examined and a final decision is made by the General Assembly.

8.3 All members have equal rights and responsibilities. Regarding responsibilities, every member has the duty to be completely conform to the Laws, the present Statutes and the decisions of the E.C. and the General Assembly. The members have the right to be informed on the contents of the books kept by the "A.A.E.E - S.S.I.S ", such as property books, register, receipts and payments, and to participate in the General Assembly. The members have the right to vote, to elect and to be elected. Members who have not paid their dues lose their right to vote, elect and be elected.

8.4 The membership dues is 40 (forty) Euros per year, subject to change by a decision of the E.C.

8.5 Scientists or established high status and with exceptionally large contribution in the areas of interest of the Association, are bestowed honorary membership by a decision of the General Assembly after a unanimous recommendation by the E.C.

ARTICLE 9

MANAGEMENT BODIES

9.1 Management bodies of "A.A.E.E - S.S.I.S " are:

- a) General Assembly of Members
- b) Executive Committee;
- c) Chairman;



d) General Secretary

9.2 The duties, competencies and responsibilities of the governing bodies are set out in this Statute.

ARTICLE 10

GENERAL ASSEMBLY

10.1 The General Assembly is the supreme governing body of the Association. It is formed by all the members of "**A.A.E.E - S.S.I.S**". It meets regularly **once a year** for one calendar year. It meets also whenever the E.C. deems it is necessary or whenever it receives a request, with the subjects of the agenda, signed by at least the $\frac{1}{8}^{\text{th}}$ of the membership of the Association.

10.2 In case the E.C. will not call a General Assembly within **20 (twenty) days** from the day of the request, the General Assembly may be called by a Committee representing the applicants. The General Assembly is considered in quorum when more than the **50% of the members** are present.

10.3 In case of non-quorum, when less than the 50% of the members are present, the General Assembly is called again within a fixed period (not earlier than **7 (seven) days** and no later than **21 (twenty one) days** after the first meeting), and it is considered in quorum if more than the 25% of the members are present.

10.4 If once more quorum is not achieved, the General Assembly is called again within a fixed period (not earlier than **7 (seven) days** and no later than **21 (twenty one) days** after the second meeting), and it is considered in quorum regardless of the number of members present.

10.5 **The General Assembly** has the following competences:

a) Elects the E.C. and the Auditor Committee, and absolves the E.C. and the members from their responsibilities.

b) Approves Honorary Memberships after recommendation by the E.C. and takes final decisions on membership cancellations, according to article 4 of the present Statutes.

c) Elects the National Representative in the International Association for Earthquake Engineering (I.A.E.E.) and the National Representative in the European Association for Earthquake Engineering (E.A.E.E.), upon expiration of the corresponding terms.

ç) The National Representatives in the above Associations can be the same person.

The terms of office of these Representatives are in accordance to the Statutes of the I.A.E.E. and E.A.E.E.

d) Modifies and makes additions to the Statutes.

Regarding such modifications or additions, these must be announced to all members of the Association, at least **2 (two) months** in advance, whereas a positive decision is made with a quorum of at least 50% and a $\frac{3}{4}$ majority vote of the members present.

e) It makes final decisions on any issue internal to "**A.A.E.E - S.S.I.S**".

f) It decides for dissolving the Association in accordance with article 9 of these Statutes.

10.6 No individual or organization, not a member of "**A.A.E.E - S.S.I.S**", may attend the General Assembly of Members without the written authorization of the Governing bodies.

ARTICLE 11

MANAGEMENT - REPRESENTATION

11.1 The management and administration of the Association affairs are assigned to the Executive Committee (E.C.). The E.C. consists of **5 (five) regular members and 2 (two) substitutes**, which replace in order those regular members who are unable to participate or are absent. The E.C. members are elected by secret ballot **every 5 (five) years**, during a regular General Assembly meeting. The substitute members participate in the E.C. meetings, but if they do not substitute for a regular member, they have no right to vote. The members elect among themselves by secret ballot, the Chairman, the Vice Chairmen, the General Secretary and the

Treasurer. The E.C. is in quorum when at least five (5) of its members are present.

11.2 The Executive Committee (E.C.) has the following responsibilities:

- a) It carries out the decisions of the General Assembly
- b) It advances the goals of the Society, as defined in article 7 of these Statutes
- c) It maintains contacts with the I.A.E.E. and E.A.E.E., cooperating with other similar international or national societies.
- d) It gives account of its actions to the General Assembly every year, presenting the financial and executive account
- e) It decides about the enrollment of new members and makes recommendations to the General Assembly for bestowing honorary memberships.
- f) It prepares the General Assembly meetings.
- h) It prepares the organization of conferences, seminars, lectures, discussions etc.
- i) It decides about formation of and membership to Committees, working groups, etc., with the aim of better advancement of the goals of the "A.A.E.E - S.S.I.S".
- j) In the **first 15 days of October of its 3rd year** in office, it calls a regular General Assembly, to which it gives account of its actions.

11.3 The E.C. meets at least **once every 3 months**. The meeting is held after a written invitation by the Chairman, which includes the agenda, sent at least **10 (ten) days earlier**. An E.C. member who is absent from **3 (three) consecutive meetings**, could be replaced permanently by the first of the substitute member in order, by decision of the E.C. Moreover, members who may resign are replaced in a similar manner by substitute members.

11.4 The minutes of the E.C. (meetings) are read and certified by the members during its next meeting.

11.5 Immediately after its election, the E.C. convenes as such and elects the Chairman the Vice Chairmen, the General Secretary and the Treasurer, each with the following responsibilities:

(a) Chairman

- i. Represents the "A.A.E.E - S.S.I.S" to all legal entities or physical persons, public or private, to the State authorities and in Courts, in Albania or in foreign countries, and also to international Organizations and to the authorities of the European Union and binds "A.A.E.E - S.S.I.S" with his signature.
- ii. He Convenes the General Assembly and the E.C.
- iii. He writes and recommends the agenda for the meetings of the two "bodies"
- iv. He chairs the meetings of the two bodies and executes their decisions. In cases when two proposals receive equal number of votes, the one for which the Chairman has voted is considered as having the majority vote.
- v. He appoints Task Group Coordinators based on the nomination of the Executive Committee.
- vi. The same person cannot serve as Chairman for more than **2 (two) consecutive terms**.
- vii. He is the main executive of the organization "A.A.E.E - S.S.I.S".
- viii. The term of Chairman is 5 (five) years. He is also the chairman of the Executive Committee (E.C.)
- ix. If necessary, the functions of the Chairman must be fulfilled by the Vice Chairman in accordance with the conditions laid down in the Articles of this Statute.
- x. The Chairman leaves the duty when:
 - a) Gives the resignation;
 - b) He is dismissed by the APA in accordance with the rules set out in this statute;
 - c) Sentenced to a final criminal decision;
 - d) Terminate the membership of "A.A.E.E - S.S.I.S";



xi. The Chairman in all cases exercises his function voluntarily and without compensation.

(b) Vice Chairmen

- i. They replace the Chairman in his duties, whenever he is absent or if he has some problem, after consultation with him and by an E.C. Decision. The Chairman may delegate some of his responsibilities to the Vice Chairmen, after the E.C. gives its approval.
- ii. They alternately chair the E.C. meetings whenever the Chairman is absent.

(c) General Secretary

- i. He is the Head of the office of the "A.A.E.E - S.S.I.S", responsible for its proper functioning.
- ii. He is responsible for keeping the Minutes of the E.C. and of the General Assembly meetings as well as the correspondence.
- iii. He keeps the Member roster.
- iv. He informs the Chairman and the E.C. about all the above matters.

(d) Treasurer

- i. He is charged with receiving any payments to the "A.A.E.E - S.S.I.S" and with keeping the necessary documentation.
- ii. He makes recommendations to the E.C. on matters that require financial means.
- iii. He keeps the Ledger and any other financial documents as the Law requires.

(e) National Representatives

- i. They are elected according to Article 10. They participate in the meetings of the "A.A.E.E - S.S.I.S" 's executive bodies and in the activities of the respective International Associations, with the aim of advancing science, advancing the cooperation with them and the utilization of the Albanian human potential in the working groups and other activities of such Associations and, further, they make binding agreements with them by co-signing with the Chairman of the "A.A.E.E - S.S.I.S".
- ii. They inform directly the executive bodies of the "A.A.E.E - S.S.I.S" (General Assembly and E.C.) on whatever subject concerns the International Associations, or others with whom they might exchange correspondence.
- iii. Upon termination of their term, they submit to the E.C. a detailed statement of their activity in relation to the activities of the International Associations. This statement is communicated to the General Assembly and discussed before the new National Representative is elected.
- iv. The position of Chairman is compatible with that of National Representative.

ARTICLE 12

MEANS - REVENUES OF THE "A.A.E.E - S.S.I.S"

12.1 The means of the "A.A.E.E - S.S.I.S" for realizing its goals are:

- a) The membership dues.
- b) The contribution of other Albanian organizations in office space, secretarial support, (personnel, consumables, etc), membership dues of the "A.A.E.E - S.S.I.S" to international scientific Associations
- c) Any donations from Albania or from abroad, including such from the European Union
- ç) Any other donation from its members or from third parties.
- D) All proceeds that "A.A.E.E - S.S.I.S" will derive from its activity will be used to realize its purpose and objectives. It is forbidden to divide the organization's income among its members.

e) The initial capital of "A.A.E.E - S.S.I.S " is ALL 10'000. This fund is secured with equal contribution from the founders and deposited in the bank account of the organization that will be opened in one of the Second Level Banks in the Republic of Albania.

ARTICLE 13

13.1 The E.C. is authorized to prepare the Operating Rules of the "A.A.E.E - S.S.I.S" within the framework of these Statutes and the Law.

ARTICLE 14

RESPONSIBILITY OF MEMBERS OF GOVERNING BODIES AND EMPLOYEES

14.1 Members of the General Assembly, the Executive Committee, the Chairman, the Secretary and the employees of "A.A.E.E - S.S.I.S" dont take responsability for the obligaton of "A.A.E.E - S.S.I.S" toward third parties, unless it has caused harm to third parties in the performance of their duty, intentionally or through negligence.

ARTICLE 15

LABOR RELATIONS

15.1 Labor Relations of "A.A.E.E - S.S.I.S" are regulated in accordance with the provisions of the Labor Code of the Republic of Albania. Employees of "A.A.E.E - S.S.I.S" for the work performed receive salary, bonuses and reimbursement for expenses incurred while exercising their duties and compentences.

ARTICLE 16

PUBLICATIONS

16.1 "A.A.E.E - S.S.I.S" may publish a magazine of its own or collaborate with similar organizations for its publication.

ARTICLE 17

DISSOLUTION OF THE "A.A.E.E - S.S.I.S "-PROPERTY

17.1 The Association is dissolved by a General Assembly decision voted by at least a **4/5** majority of the present members, which must exceed the absolute majority of the "A.A.E.E - S.S.I.S " membership at the time of the vote. The pertinent proposal must be submitted at least **6 (six) months** in advance.

17.2 The General Secretary is responsible for recording the assets of the "A.A.E.E - S.S.I.S" and to transfer the archives, the stamp and all the assets and property of the "A.A.E.E - S.S.I.S " to the respective albanian office.

17.3 In case of dissolution of the Association, the General Assembly decides and appoints the Liquidator.

17.4 In case that a pertinent decision cannot be reached, the liquidation is performed according to the articles of the Civil Code, or by a Court appointed Liquidator.

17.5 In case that after dissolution and liquidation of the Association, there is still some remaining property, this is donated to legal entities with similar goals and activities as the "A.A.E.E - S.S.I.S ", by care of the Liquidator who also selects such legal entities.

ARTICLE 18

DISTRIBUTION OF SFRSH BY COURT DECISION

18.1 According to the cases and the manner provided in the Law, the court may decide to distribute "A.A.E.E - S.S.I.S ". In this case, all the compentences that the General Assembly has when it self-delegates shall be transferred to the court in accordance with the procedure defined in the Law.

ARTICLE 19 DISAGREEMENT

For any disagreement or dispute among members of the Association or between members and the association, as to the application and interpretation of the present Statutes, the Courts of Tirana will decide.

ARTICLE 20 COMPOSITION OF FIRST MANAGEMENT BODIES

The composition of the first governing bodies of "A.A.E.E - S.S.I.S" is as follows:

20.1 The first Executive Committee (E.C.) consists of 5 (five) regular members and 2 (two) Substitutes, of which the Chairman, Vice Chairman, Secretary-General, and Treasurer, and 1 (one) regular member, as follows:

- 1) **Mr. AGIM SERANAJ, (Chairman of the Executive Committee - Chairman of "A.A.E.E - S.S.I.S ");**
- 2) **Mr. FREDERIK LENA, (Member - Vice Chairman of "A.A.E.E - S.S.I.S ");**
- 3) **Mr. ALTIN PIQANI, (Member - General Secretary of "A.A.E.E - S.S.I.S ");**
- 4) **Mrs. DIANA LLUKA, (Member – Treasurer of "A.A.E.E - S.S.I.S ");**
- 5) **Mr. LLAMBRO DUNI, (Member – Treasurer of "A.A.E.E - S.S.I.S ");**
- 6) **Mr. HELIDON KOKONA, (Substitutes Member of "A.A.E.E - S.S.I.S ");**
- 7) **Mr. LUAN MYRTAJ, (Substitutes Member of "A.A.E.E - S.S.I.S ");**

20.1.2 Mr. AGIM SERANAJ is appointed Chairman of the organization "A.A.E.E - S.S.I.S".

20.1.3 Mr. FREDERIK LENA is appointed Vice-Chairman.

20.1.4 Mr. ALTIN PIQANI is appointed General Secretary.

20.1.5 Mrs. DIANA LLUKA is appointed Treasurer.

20.2 The tasks of the temporary Executive Committee are: the legal foundation of the Association, the public announcement of the creation of "A.A.E.E - S.S.I.S" to call for membership applications, reviews and decisions on such applications, the preparation of Operating Rules, and the calling and execution of elections of "A.A.E.E - S.S.I.S", in parallel with its duties as provided in this Statute.

20.3 The duration for the tasks performance of the temporary EC shall be one year after the approval of this Statute by the relevant public authorities.

ARTICLE 21 FINAL PROVISIONS

21.1 Any clause of this Statute, or the entire Statute, may be amended or replaced in whole or in part by a decision of the General Assembly of Members, by a majority of the votes provided for in this Statute.

21.2 This Statute shall be interpreted in accordance with the legislation of the Republic of Albania. To the extent not provided for in this Statute, the relevant provisions of the Albanian legislation shall apply.

21.3 The statute of "A.A.E.E - S.S.I.S" is drafted in 5 (five) identical original copies and in 10 (ten) pages each in albanian language, it contains 21 (twenty-one) articles and is signed by the founders.

21.4 The founders authorize the Chairman of "A.A.E.E - S.S.I.S" **Mr. AGIM SERANAJ** to appear before the Tirana District Court, with the request and all the necessary documentation, to follow all the procedures necessary for the recognition and registration of the organization as a legal person.

**Signatories to the Statute of
ALBANIAN ASSOCIATION OF EARTHQUAKE ENGINEERING (A.A.E.E) -
SHOQATA SHQIPTARE E INXHINIERISË SIZMIKE (S.S.I.S)**

FOUNDING MEMBERS

NAME	SURNAME	PROFESSION	CURRENT EMPLOYMENT
AGIM	SERANAJ	STRUCTURAL ENGINEER	FIN – UPT
FREDERIK	LENA	STRUCTURAL ENGINEER	“LEAL” – STUDIO
ALTIN	PIQANI	STRUCTURAL ENGINEER	FIN – UPT
DIANA	LLUKA	STRUCTURAL ENGINEER	FIN – UPT
LLAMBRO	DUNI	SIZMOLOG ENGINEER	IGJEUM – UPT
HELIDON	KOKONA	STRUCTURAL ENGINEER	“HENARS-ENGINEERING” STUDIO
LUAN	MURTAJ	STRUCTURAL ENGINEER	FIN – UPT
MERITA	GURI	STRUCTURAL ENGINEER	POLIS UNIVERSITY
ALMA	GOLGOTA	STRUCTURAL ENGINEER	A.MOISIU UNIVERSITY OF DURRES
RUBEN	ALITE	STRUCTURAL ENGINEER	“LEAL” – STUDIO
ALTIN	SERANAJ	STRUCTURAL ENGINEER	FIN – UPT

