

Charter of the Board of LEPL National Statistics Office of Georgia

Chapter I General Provisions

Article 1. General Provisions

1. This Charter determines operations and decision making procedures of the Board of GeoStat (hereinafter, the Board) existing at the legal entity of public law National Statistics Office of Georgia (hereinafter, GeoStat), as well as the rules for the formation of the composition of the Board, mandatory qualification requirements for a member of the Board and other issues related to the activities of the Board.

2. When carrying out its activities the Board shall abide by the Constitution of Georgia, the Law of Georgia on Official Statistics, the Law of Georgia on the Legal Entity of Public Law, the Charter of GeoStat, the present Charter and internationally recognized principles of statistics and other legal acts.

Chapter II Composition of the Board and Rules for its Formation

Article 2. Composition of the Board

1. The Board shall consist of 8 members (7 members of the Board and a chairman of the Board), out of which:
 - a) One member shall be a representative of the National Bank of Georgia, another member shall be a representative of the Ministry of Finance of Georgia and still another member shall be a representative of the Ministry of Economic Development of Georgia;
 - b) The other 5 members of the Board shall be nominated by the Prime-Minister of Georgia.
2. The members of the Board defined in Subparagraph B, Paragraph 1 of this Article shall not be public servants.
3. Candidates for the Board members defined in Subparagraph A, Paragraph 1 of this Article shall be submitted by heads of the relevant institutions to the Prime-Minister of Georgia for approval.

Article 3. Qualification Requirements for the Board Members

1. The Board members shall meet the following requirements:
 - a) Have a higher education;
 - b) Have knowledge of the statistical standards and methodology, and internationally recognized principles of statistics to be used in statistical activities;
 - g) Work experience as a consultant, expert or a scientist;
2. It is desirable that the Board member has experience in working in the field of statistics.

Article 4. Procedures for Appointing the Board Members

1. The Prime-Minister of Georgia shall submit to the Parliament of Georgia 8 candidates for 5 vacancies of the Board members envisaged by Subparagraph B, Paragraph 1, Article 2 of this Charter, and in case the vacancies are less than 5, the number of candidates submitted shall exceed the total number of vacancies by at least one.
2. Within 21 days from the date of submitting the nominations for the Board members, and in case of the Parliamentary recession within 2 weeks from the date of its reassembling, the Parliament of Georgia shall give consent by secret ballot to the Prime-Minister of Georgia to appoint the members of the Board.
3. The candidate nominated as the Board member shall be deemed approved by the Parliament of Georgia if the candidate receives the majority votes of the members of the Parliament attending the plenary session but no less than one third of the total number of the members of the Parliament.
4. If more candidates shall receive sufficient number of votes envisaged by paragraph 3 of this Article on the vacant positions, it shall be considered that a consent has been given to as many candidates having the best results as much vacant positions are.
5. If the number of candidates having the best results is more than the number of the vacant positions due to the equal number of votes received by them, the candidates shall be put on vote again and the winner shall be revealed by a relative majority of votes.
6. If a candidate nominated for a vacancy has not received the consent of the Parliament of Georgia, the Prime-Minister of Georgia shall nominate new candidates for a relevant vacancy to the Parliament of Georgia within 21 days. The candidates shall be selected according to the rules established by this Article.
7. After the Parliament of Georgia gives consent to appoint the candidates of the members of the Board, the Prime-Minister of Georgia shall appoint the composition of the Board.
8. From its composition the Board shall nominate a candidate for the Chairman of the Board, which shall be appointed by the Prime-Minister for the term of 4 years and may be dismissed by the Prime-Minister of Georgia.
9. The Chairman of the Board shall act as the Executive Director of GeoStat at the same time.
10. The term of office of the members of the Board envisaged by Subparagraph

A, Paragraph 1, Article 2 of this Charter shall be the same as the period they are in the public service.

11. The term of office of the members of the Board envisaged by Subparagraph B, Paragraph 1, Article 2 of the Charter shall be 4 years.

12. No person may be appointed as a member of the Board for two terms in succession.

Chapter III Termination of Authority of the Chairman and Members of the Board

Article 5. Grounds for Termination of Authority of the Chairman and Members of the Board

1. The grounds for termination of authority of a member of Board shall be the following:

- a) A personal statement;
- b) The member has been declared legally incapable, or has been declared missing or dead by the court;
- c) A court judgment of guilty against the member has entered in legal force;
- d) Death.

2. In addition to the grounds set out in Paragraph 1 of this Article the grounds for termination of authority shall be the following:

a) In case of the member of the Board envisaged by Subparagraph A, Paragraph 1, Article 2 of the Charter:

a.a) Violation of the requirements of the legislation of Georgia governing the conflict of interests;

a.b) Termination of holding a relevant position in the public service;

b) In case of the member of the Board envisaged by Subparagraph B, Paragraph 1, Article 2 of this Charter:

b.a) Elapse of the term of office as a member of the Board;

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b.b) Failure to carry out the authority as a member of the Board during 2 months for an illegitimate reason;

b.c) Fill in a position in the public service;

c) In case of the Chairman of the Board:

c.a) Violation of the requirements of the legislation of Georgia governing the conflict of interests;

c.b) The term of office of the Executive Director of Geostat elapsed.

3. The authority of a member of the Board shall be terminated by the Decree of the Prime-Minister of Georgia.

Chapter IV

Functions and Procedures of Activities of the Board

Article 6. Functions of the Board

1. Functions of the Board are the following:

- a) Elect the Chairman of the Board and submit the nomination of a candidate for the position of the Executive Director of GeoStat to the Prime-Minister of Georgia;
- b) Submit relevant recommendations in regard of the statistical activity of the GeoStat;
- c) Review the statistical activity program submitted by the Executive Director of the GeoStat and work out relevant recommendations;
- d) Review the statistical standards and methodology to be used for statistical activities, work out recommendations, and approve them, or recognize the international standards and methodology;
- e) Approve the methodology up to the international standards for the census of population and work out relevant recommendation for the population census program;
- f) Review and approve the list of the staff and the salary funds of the GeoStat;
- g) Review and approve the annual activity report submitted by the Executive Director of GeoStat;
- h) Review the draft budget of the GeoStat and work out relevant recommendations;
- i) Work out and approve the Charter of the Board, which shall define procedures for the operations and the decision making of the Board;
- j) Carry out other activities defined in the Law of Georgia on Official Statistics, the Charter of GeoStat and in this Charter.

2. A decision made by the Board shall be reflected in a resolution of the Board.

Article 7. Procedures for the Activities of the Board

1. The Board shall carry out its activities on the bases of periodic meetings of the Board. A meeting of the Board shall be convened by the Chairman of the Board at least once a month.
2. A special meeting may be convened by the Chairman of the Board or in case of the request made by at least 4 members of the Board. The agenda for the special meeting shall be made available for the Board members at least 5 days before to the meeting.
3. The Board shall make decisions on the issues within its competency at a meeting of the Board via an open ballot and with the majority of the members of the Board attending the meeting. In case of equal votes the decision of the Chairman is decisive.

4. The Board is authorized if its meeting is attended at least by 5 members of the Board.
5. The chairman and the secretary of the meeting shall sign the minutes of the Board meeting.
6. If a member of the Board does not agree with the decision made at a meeting of the Board, the member is entitled to state his position in writing, which shall be enclosed with the minutes of the meeting.
7. For the activities of the Board to be conducted in an organized way, the Board meetings shall be attended by the secretary, who is a staff member of the staff of Executive Director and carries out the functions of the secretary of the Board.

8. The secretary of the Board shall:
 - a) Organize the activity of the Board;
 - b) Furnish the Board members with relevant information;
 - c) Attend meetings of the Board and be responsible to take minutes of relevant meeting of the Board;
 - d) Ensure organizational and technical support for the operations of the Board;
 - e) For the activities of the Board to be carried out in an organized way, the secretary shall carry out other tasks as assigned by the Chairman.

Article 8. The Chairman of the Board

The Chairman of the Board shall:

- a) Preside over the meetings of the Board;
- b) Determine the order of the issues in which they shall be considered at a meeting of the Board;
- c) Task another member of the Board to preside over a meeting;
- d) Sign the minutes of meeting;
- e) Carry out other authorities as defined by the legislation of Georgia.

Chapter V Transitional and Final Provisions

Article 9. Procedures for Making Changes and Additions to the Charter

The Board shall make changes and additions to the charter of the Board.