İçindekiler Tablosu

[The Directive on the Organisation, Duties, Working Procedures and Principles of the Foreign Relations Service of the Chamber of Forest Engineers 2](#_Toc534856278)

[CHAPTER ONE-Purpose, Scope, Basis, Definitions 2](#_Toc534856279)

[Purpose and Scope 2](#_Toc534856280)

[Basis 2](#_Toc534856281)

[Definitions 2](#_Toc534856282)

[CHAPTER TWO-Establishment, Duty and Working Procedures and Principles 2](#_Toc534856283)

[Establishment 2](#_Toc534856284)

[Duties of the Service 3](#_Toc534856285)

[Working principles and procedures 4](#_Toc534856286)

[PART THREE-Miscellaneous and Final Provisions 4](#_Toc534856287)

[Entry into Force 4](#_Toc534856288)

[Executive 4](#_Toc534856289)

# The Directive on the Organisation, Duties, Working Procedures and Principles of the Foreign Relations Service of the Chamber of Forest Engineers

(This Directive was entered into force with the decision dated 24/06/2011 and numbered 24/4 of the Board of Directors of the Chamber of Forest Engineers)

## CHAPTER ONE-Purpose, Scope, Basis, Definitions

### Purpose and Scope

ARTICLE 1 - (1) The purpose of this Directive is to: Pursuant to the Main Regulations of the Chamber, to regulate the duties, working procedures and principles of technical and professional cooperation on increasing the professional and institutional capacities of the Chamber and its members within the scope of agreements or protocols with similar organizations in the context of international processes or similar activities.

### Basis

ARTICLE 2- (1) This Directive has been prepared on the basis of the subparagraph (f) of paragraph 1 of article 6 of the main regulation of the Chamber.

### Definitions

ARTICLE 3- (1) The definitions in this directive express the meaning in their line.

a) Main Regulation: the Main Regulation of the TMMOB’s Chamber of Forest Engineers,

b) Chamber (OMO): Chamber of Forest Engineers of the Union of Turkish Engineers and Architects Chambers,

c) Service: Foreign Relations Service of the Chamber of Forest Engineers established by this Directive,

d) Member: Forest Engineers, Forest Industry Engineers and Wood Works Industrial Engineers who are Member of the Chamber of Forest Engineers.

e) Directive: The Chamber of Forest Engineers refers to the External Relations Service Directive.

## CHAPTER TWO-Establishment, Duty and Working Procedures and Principles

### Establishment

ARTICLE4-

(1) For the purposes of the Main Regulation, the External Relations Service was established with the decision of the Board of Directors of the Chamber to carry out bilateral and multilateral relations with international and regional organizations operating in the forestry field for the benefit of the Chamber and its members.

(2) Forest Engineer or Forest Industry Engineer or Wood Works Industrial Engineer can be employed in this service with the decision of the Board of Directors of the Chamber as a service or by being charged or as a toll. The person to be employed should be able to follow the foreign sources and documents, to be able to translate and to be able to make the agreement of the Chamber with foreign delegations.

(3) Secretariat duties of the Service shall be carried out by the personnel specified in the second paragraph.

(4) Temporary committees may be established for the matters within the service, if necessary, by the decision of the board of directors of the chamber.

### Duties of the Service

ARTICLE 5- (1) This service, in accordance with the regulations of the Chamber of Forest Engineers and in accordance with the decisions of the Board of Directors, conducts the following works and operations.

a) To provide information and documents on international and regional organizations and processes and contracts in the fields of forestry, forest industry and woodworking industry,

b) To monitor activities related to these processes and agreements, and to provide information to the competent authorities of the chamber,

c) To provide documents and prepare information notes on regional and / or international processes, agreements and their activities, which are beneficial for the follow-up, provision or liaison of OMO, and to submit them to the authorized bodies,

d) To develop proposals for forestry processes, agreements and decisions that are of benefit in the pursuit, participation, partnership establishment and cooperation,

e) Upon deemed appropriate by the Board of Directors of the Chamber, make necessary initiatives to cooperate with regional and international organizations and processes and their representatives in Turkey,

f) To participate in domestic and international activities when necessary. To conduct studies related to seminars, workshops and panels to be hosted by the Chamber of Forestry Engineers.

g) To prepare preparatory works for protocol, cooperation and agreements on these issues

h) To establish cooperation and partnerships with public institutions and organizations, research institutions, universities, non-governmental organizations and other organizations at national level in order to ensure the active participation and utilization of OMO in regional and international forestry activities,

i) To undertake necessary infrastructure preparation activities to ensure the participation of OMO in projects and programs financed from external sources when necessary,

j) Translation of information and documents related to the subjects covered by the Directive,

k) To follow the joint works such as protocol, agreement and partnership which will contribute to the realization of the chamber objectives, to inform the OMO board and officials,

l) To ensure that the activities carried out by OMO within the scope of this Directive are announced to the public and the related parties through OMO web page, journals, other publications and press organs,

m) To organize and update the preparation of the OMO web page in English,

n) Preparing the services related to these issues as necessary and ensuring the implementation of the approved works.

o) To perform similar duties given by the board of directors of the chamber,

### Working principles and procedures

ARTICLE 6- (1) The Service operates according to the following procedures and principles.

a) The study subjects are determined in advance. Before the commencement of the studies, the decision of the board of directors of the Chamber shall be taken.

b) Temporary commissions shall be formed on the identified working subjects. The number of the members of the committees is determined by the Board of Directors, and the Vice President of the Chamber executes the Presidency. In the Commission, the service officer is always present and carries out secretariat services.

c) The meeting expenses of the Commission shall be borne by the Chamber. If the Commission needs to purchase services related to the study, it shall decide on the matter and inform the Chamber.

## PART THREE-Miscellaneous and Final Provisions

### Entry into Force

ARTICLE 7- (1) This Directive shall enter into force on the date of the decision of the Board of Directors of the Chamber.

### Executive

ARTICLE 8- (1) The provisions of this Directive are executed by the Board of Directors of the Chamber.