

STATUTES

of the International Institute of Molecular and Cell Biology in Warsaw

I. GENERAL PROVISIONS

§ 1

The International Institute of Molecular and Cell Biology hereinafter referred to as “the Institute” is a state organisational entity and has a legal personality.

§ 2

The Institute acts on the basis of:

1. the Act, an Agreement between the Government of the Republic of Poland and the United Nations Organisation for Education, Science and Culture concerning the establishing and functioning of the International Institute of Molecular and Cellular Biology, drawn up in Paris on 26 May 1995 /Dz.U. of 1996, No. 109, item 521/,
2. the Act dated 26 June 1997 on the International Institute of Molecular and Cellular Biology in Warsaw /Dz.U. of 1997, No. 106, item 674/, hereinafter referred to as “the Act”,
3. these Statutes.

§ 3

1. The seat of the Institute is in Warsaw.
2. The Institute may have its own organisational units on the territory of the whole country and abroad.

§ 4

The Institute uses a round seal with the emblem of the Republic of Poland in the middle and the legend within the rim: International Institute of Molecular and Cell Biology.

II. TASKS OF THE INSTITUTE

§ 5

The Institute carries out scientific research, research and development work, and training in the field of molecular and cellular biology, with emphasis on biomedical and biotechnological issues.

§ 6

The tasks of the Institute include, to:

- 1) conduct research and training to promote the development of the knowledge about molecular and cellular biology, as well as related fields, with particular consideration of medical, veterinary and natural environment issues,
- 2) support and maintain international scientific co-operation, exchange and contacts,
- 3) stimulate translation of research results to practical applications,
- 4) popularise scientific achievements.

§ 7

The Institute realises the tasks defined in § 6 by:

- 1) conducting experimental and theoretical research,
- 2) training scientific staff,
- 3) sponsoring and teaching specialist courses,
- 4) participating in the UNESCO World Molecular and Cell Biology Network as a possible co-ordinator of regional activities.
- 5) establishing forums for contacts and information exchange between scientists from different countries,
- 6) co-operating with medical and industrial institutions in order to translate the results of scientific research,
- 7) distributing biological and medical knowledge, primarily through publications and organising scientific meetings.
- 8) creating spin-offs and limited companies, in which the Institute holds shares.

III. ORGANIZATION OF THE INSTITUTE

§ 8

The primary administration of the Institute is the responsibility of:

1. The International Advisory Board (IAB) [used interchangeably with the term International Advisory Committee]
2. The Director

§ 9

The International Advisory Board is composed of not less than 10 members. Each member is appointed for a four-year term of office by the President of the Polish Academy of Sciences, after consulting with the General Director of UNESCO, from among outstanding specialists within the scope of the activities of the Institute. Members can be appointed for a second term. At least 30% of the Board should be members serving their first term.

§ 10

The responsibilities of the International Advisory Board are to:

- 1) formulate general guidelines for the activities of the Institute,
- 2) express opinions about the Institute's program of the activities, financial plan, administrative structure, and course of action,
- 3) search for and select a candidate for Institute Director, who is nominated by the President of the Polish Academy of Sciences,
- 4) evaluate the Director's reports of the activities of the Institute,
- 5) establish rules and regulations for carrying out competitions for the positions of professor (group leaders, lab leaders), researcher, and assistant,
- 6) select lab leader candidates for appointment by the Director,
- 7) set rules and a course of proceedings for evaluation of the scientific activity of professors, researchers and assistants,
- 8) perform evaluations of the scientific activity of professors
- 9) carry out other tasks provided by the act and the Statutes.

§ 11

The rules and regulations set by the IAB define the organisation and a course of action for this governing body.

§ 12

1. The Institute is managed by the Director with the help of his/her Deputy or Deputies
2. The Institute's Director is to be chosen, from among persons of recognized abilities and having qualifications for the highest academic posts, by the President of the Polish Academy of Sciences, in consultation with the Director General of UNESCO and the International Advisory Board.
3. Deputies of the Director and the Chief Accountant of the Institute are appointed by the Director.
4. The Director of the Institute defines the scope of the tasks of his Deputies and the Chief Accountant.

§ 13

The responsibilities of the Director of the Institute are to:

- 1) manage and represent the Institute and make declarations of the Institute's intentions,
- 2) prepare a plan for the program of the Institute's activities and finances,
- 3) set forth and realise the program of activities and the financial plan of the Institute,
- 4) maintain a personnel policy and establish a list of positions of engineering, administration and service workers,
- 5) inform the President of the Polish Academy of Sciences and the General Director of UNESCO about agreements concluded concerning co-operation with other entities,
- 6) appoint advisory bodies and commissions and establish a course and scope of their activity,
- 7) set detailed organisational structures of the Institute after soliciting the opinion of the International Advisory Board
- 8) perform other actions that result from: the act, these statutes, arrangements of the International Advisory Board and the President of the Polish Academy of Sciences, and binding regulations.
- 9) The Director should be an active senior scientist running his/her own research group and will have Lab Leader status. After completion of his/her term, the Director is appointed to the position of senior Lab Leader at the Institute and enters the regular evaluation cycle at the same point as other Lab Leaders after their 7th year.

§ 14

1. The Institute manages the allocated or purchased part of the property and carries on independent management within the possessed assets.
2. The basis for the management of the Institute is a financial plan established by the Director of the Institute after presenting to and receiving approval of the International Advisory Board,
3. The Institute is responsible for its liabilities.

4. The Institute is not responsible for the liabilities of the Treasury and other legal persons. The Treasury is not responsible for the liabilities of the Institute.

§ 15

1. Scientific research, and research and development work is carried on in independent establishments and scientific workrooms.
2. In case of research performed by the workers of the Institute that is financed from sources other than statutory of the Institute, in which the Director is a party to an agreement, the Institute within its abilities is obliged to support the realisation and financial settlement of this research. For these projects, the Director delegates to the research project leader the liability for decisions concerning the budget of the project.

§ 16

1. Co-operation of two entitled persons is required for making declarations on behalf of the Institute concerning property rights and obligations.
2. The entitled persons in the understanding of point 1 are: the Institute Director and Deputy Directors, the Chief Accountant and proxies (if appointed).
3. In matters resulting from labour relations, the Institute acts by one of the persons mentioned in point 2, with the exception of the Chief Accountant.

IV. FINAL PROVISIONS

§ 17

Changes to the statutes may be made according the course provided by its granting.

