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# STATUTES

## I Name, registered office, purpose

### Art. 1 Name

Under the name Swiss Cleanroom Technology Society (Société Suisse pour la prévention de la contamination, Swiss Contamination Control Society), referred to in these Articles of Association as "SwissCCS", an association exists within the meaning of Article 60 et seq. of the Swiss Civil Code with its registered office in Zurich.

### Art. 2 Purpose of the organisation

The purpose of SwissCCS is to learn about, further develop, standardise and propagate the procedures of cleanroom technology in cooperation with authorities, industry, universities, technical schools, technical associations and research institutes.

To promote these tasks, the association endeavours to

- a) to create a common forum for the exchange of experience and knowledge knowledge for all those concerned with questions of cleanroom technology;
- b) to promote the exchange of information, experience and knowledge with associations, institutions and cleanroom technology, the exchange of information, experience and ideas exchange of information, experience and ideas;
- c) to organise lectures, seminars, exhibitions, excursions and similar events on the subject of cleanroom and similar events on the subject of cleanroom technology;
- d) to stimulate training and research in the field of cleanroom technology, with the aim, among other things, of increasing or improving the knowledge, skills and abilities of SwissCCS members;
- e) to make information relating to cleanroom technology available to the public or interested groups. cleanroom technology to the public or interested groups;
- f) to obtain experts, equipment or information for the work of SwissCCS if this is necessary to achieve the objectives of SwissCCS;
- g) to develop and promote guidelines and standards for the field of cleanroom technology and to promote them..

SwissCCS does not pursue any profit-making purposes..

## II Organisation

### Art. 3 The bodies of the organisation

The bodies of SwissCCS are:

- a) the General Assembly;
- b) the Board of Directors;
- c) the auditors;

- d) the Secretariat;
- e) permanent commissions and working groups or commissions and working groups.

#### **Art. 4 The General Meeting**

1. The Annual General Meeting is the supreme body of the association.
2. The General Meeting is convened by the Board of Directors:
  - a) as an ordinary General Meeting once a year in spring;
  - b) as an Extraordinary General Meeting if the Board of Directors deems it necessary or necessary, or at the latest within four weeks if one fifth of the members so request.
2. The time and place of each General Meeting must be communicated to the members at least 14 days in advance, together with the agenda items and any documents.
3. The General Meeting is chaired by the President or Vice President, in their absence by another member of the Board of Directors.
5. The General Meeting has the following powers:
  - a) Election of the President and the other members of the Board of Directors;
  - b) Election of the auditors;
  - c) Approval of the annual report, the annual financial statements and the balance sheet the budget for the coming financial year and discharge of the governing bodies;
  - d) Determination of the financial powers of the Board of Directors, on the way to approving the budget for the coming the approval of the budget for the coming financial year;
  - e) Determining the annual membership fees;
  - f) Deciding on appeals by excluded members;
  - g) other matters referred to it by the Board of Directors;
  - h) Revision of the Articles of Association;
  - i) Dissolution of the association.
6. All items on the agenda of the General Meeting must be discussed in advance by the Board of Directors and reviewed.

The Executive Board shall set a deadline of three weeks for members to submit written motions. Motions received after this deadline will no longer be considered. This does not apply to motions to convene a new General Meeting.

7. All members (ordinary and supporting) have one vote each at the General Meeting.

If a member is unable to attend, he or she may authorise another member in writing to vote on his or her behalf.

8. Every properly convened General Meeting is quorate.

9. Resolutions of the General Meeting are passed by an absolute majority of the votes of the members present and represented, with the exception of the following cases:
  - a) Amendments to the Articles of Association must be approved by two-thirds of the votes;  
of the votes;
  - b) the resolution to dissolve the association requires a three-quarter majority of the votes is required.

The Chairman does not vote, except in the event of a tie.

Elections should be held by secret ballot; elections may be held by open ballot if the General Meeting so decides.

## **Art. 5 The Board of Directors**

1. The Board of Directors consists of:
  - a) the President;
  - b) the Vice-President;
  - c) the Treasurer;
  - d) the actuary (secretary);
  - e) one, three or five assessors.

The Board of Directors should consist of an odd number of members.

The Board of Directors is elected for a term of office of two years. The President is appointed by the General Meeting; otherwise the Board constitutes itself. When electing a new President, the Board of Directors recommends a candidate to the General Meeting. The members of the Board of Directors and the auditors are eligible for re-election.

2. The Board of Directors is responsible for the day-to-day business of the association, convening the General Meeting and deciding on the admission and exclusion of members. It decides on all matters that are not expressly assigned to another body by the Articles of Association.
3. The Board of Directors meets as often as the Chairman deems necessary and at the request of two of its members. It is quorate if at least half of its members are present.

Each member of the Executive Board has one vote. In the event of a tie, the Chairman has the casting vote.

Minutes must be kept of all resolutions of the Executive Board.

4. The President conducts the negotiations and business, drafts the annual report and bears the legally binding signature collectively with the Actuary or Treasurer.

However, the Executive Board may authorise individual members of the Executive Board to carry out certain tasks.

5. The Vice President represents the President in all cases of incapacity and can, if necessary, be represented by another member of the Board of Directors.
6. The treasurer is responsible for the association's finances. He closes the annual accounts for the Annual General Meeting and arranges for the accounts to be audited by the auditors. He requests the members to pay the annual contributions. He presents the accounts and the budget for the new financial year prepared by him and approved by the Board of Directors to the Annual General Meeting. He keeps an inventory of all association assets.
7. The Actuary (Secretary) assists the President in dealing with current business and keeps the minutes.
8. The assessors support the other Board members in their work.
9. All work on the Board of Directors is on an honorary basis. Compensation to be paid in exceptional cases compensation is the responsibility of the Executive Board.

#### **Art. 6 The Auditors**

The annual financial statements and the entire asset management of the association are audited annually by two auditors, who submit a written report and proposal to the Board of Directors at the Annual General Meeting.

#### **Art. 7 The secretariat**

If necessary, the Board of Directors may appoint a permanent secretariat and define its and define its duties in regulations to be approved by the General Meeting of Shareholders.

#### **Art. 8 Commissions**

The Board of Directors appoints permanent committees or committees formed for temporary tasks to deal with special aspects of cleanroom technology.

### III Membership

Art. 9 The Association consists of:

- a) ordinary members (individual members);
- b) supporting members (collective members);
- c) honorary members (exempt from contributions).

Art. 10 The following can be included:

- a) as ordinary members: individuals who are in any way interested in the objectives goals and tasks of SwissCCS;
- b) as supporting members: individuals, companies, authorities and institutions, who wish to support the endeavours of SwissCCS. These pay a higher annual fee than ordinary members. Corporate bodies exercise their membership rights through a delegate.

Applicants wishing to join the SwissCCS must submit an application to the President of the Society.

If an applicant is refused admission, the Board of Directors may refuse to disclose the reasons at its discretion.

- c) Honorary members have rendered outstanding services to the association or to our specialist area of "Contamination Control". Honorary membership is determined by the Board, is exempt from membership fees and allows free participation in all SwissCCS events. It expires upon death or at the request of the Board of Directors.

#### Art. 11 Membership expires:

- a) by resignation,  
The resignation must be notified in writing to the President of the Association by the end of the year and is subject to three months' notice;
- b) in the event of non-payment of the annual membership fee, after two reminders, by decision of the board;
- c) The Board of Directors may expel members who are guilty of actions that are in conflict with the purpose and principles of the association. This must be communicated to the person concerned by registered letter. An appeal against such an expulsion may be lodged in writing with the President of the association within 30 days of notification, on which the next General Meeting will then make a final decision by secret ballot.

When membership expires, the rights and obligations as a member of the association also expire.

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## **IV Contributions**

Art. 12 The amount of the annual contributions is set by the General Meeting for the coming financial year. the coming financial year.

Members joining during the course of the year must pay a pro rata temporis contribution for the current financial year. Members joining in the second half of the year must pay half of the annual membership fee.

## **V Administrative year**

Art. 13 Das Verwaltungs- und Rechnungsjahr ist das Kalenderjahr..

## **VI Liability**

Art. 14 Only the associations assets are liable for the associations liabilities. The personal liability of the members is excluded.

## **VII Auflösung**

Art. 15 The dissolution of SwissCCS must be proposed by the Board of Directors or by one fifth of the members; in this case, the proposal must be submitted in writing to the President for the attention of the Board of Directors at least six weeks before the General Meeting.

The association's assets after repayment of all debts shall be allocated to the Swiss Academy of Engineering Sciences (SATW) for use in accordance with the purpose of the association or to another non-profit organisation with a related purpose.

## **VIII Legal provisions**

Art. 16 Insofar as these Articles of Association do not contain any provisions on the organisation and relationship of the association to its members, the provisions of Articles 60 et seq. of the Swiss Civil Code shall apply.

## IX Final provisions

Art. 17 The Articles of Association were approved at the constituent meeting on 26 March 1971..

The 1st revision was approved at the Extraordinary General Meeting on 18 April 1975 in Basel and came into force on that date.

The 2nd revision was approved at the Annual General Meeting on 14 October 1988 in Zurich and came into force on that date.

The 3rd revision was approved at the Annual General Meeting on 26 October 2000 in Fribourg and came into force on that date.

The 4th revision of Article 4 (2) a) (previously: as an ordinary General Meeting once a year in autumn) and Article 13 (previously: the administrative and financial year begins and ends on 30 September) was approved at the ordinary General Meeting on 9 November 2006 in Berne and came into force on this date.

The 5th revision (change of name, honorary membership) was approved at the Annual General Meeting on 19 April 2012 in Winterthur and came into force on this date.

On behalf of the General Meeting

Winterthur, 19 April 2012

The President:

The Actuary/Secretary:



Hans Zingre



Werner Straub