

Work Regulations of WTCF Committee of Media Organizations

Chapter One. General Provisions

Article One. The “Committee of Media Organizations of WTCF” (herein after referred to as “The / the Committee”) was authorized by World Tourism Cities Federation (herein after referred to as “WTCF”) to seven media outlets including China Daily, China Central Television, Hong Kong Ta Kung Wen Wei Media Group, China News Service, Sina.com.cn, Chinese National Geography, and The Beijing News as the principal initiator. Serving as an industrial sub-committee jointly comprised of the world-famous media outlets, the Committee is a branch of WTCF, and its permanent headquarters is situated in Beijing, China.

Article Two. The tenet of the Committee is: create a world media exchange platform that boosts the development of the international tourism industry and urban development, serve as an evaluator, a researcher, and a promoter, who promotes urban economic and cultural development based on tourism; pose as the think tank and communicator of WTCF members and related industries; the Committee is committed to strengthening the information exchange and image communication between the world tourism cities, and, as a media service platform, to promote the full cooperation between the world tourism cities (governments, the industry, and related industries).

Chapter Two. Duties

Article Three. Duties of the Committee

- 3.1. Gather resources, strengthen further cooperation between media resources and member requirements, and achieve win-win results;
- 3.2. Strengthen publicity, exert to create a top-level promotional platform in the global tourism industry, work to create a joint force with the world tourism cities and renowned tourism institutions, and collect tourism information;
- 3.3. Conduct deep and featured reports on the annual key meetings and events held by WTCF;
- 3.4. Pay constant and deep attention to the international tourism industrial development, and proactively offer suggestions;
- 3.5. Study member city tourism development strategies, promote the urban resource tourism-styled management experience, and assist in formulating urban tourism development strategies;
- 3.6. Assist in setting up the tourism market reciprocal mechanisms between cities, and strengthen the development and cooperation of the tourism market.

Chapter Three. Members

Article Four. Any media that accepts the work regulations of the Committee, is willing to join the Committee, and poses as one which enjoys some influence in the industry, can apply to join the Committee.

Article Five. The Procedure of Joining the Committee

The applicant shall submit a written application to the Committee according to the prescribed procedure;

After the application is preliminarily approved by the Committee's secretariat, and submitted to the sub-committee's secretary general and rotating deputy secretary general unit, it will be discussed and evaluated for approval. Once approved, the application will be submitted to the secretariat of WTCF to record the approval, and publish the news of approval on the official website of WTCF.

Article Six. Rights of the Committee

- 6.1. Rights of attendance, speaking, voting, and coming up with proposals at the Meeting of the Committee;
- 6.2. Rights to vote and to be elected for the relevant positions of the Committee;
- 6.3. Rights to suggest, supervise and criticize the work of the Committee;
- 6.4. Have priority to participate in the events organized by the Committee;
- 6.5. Have priority to obtain the varied services and relevant information;
- 6.6. Rights to apply for hosting and sponsoring the related events of the Committee;
- 6.7. Enjoy other rights that the Committee grants.

Article Seven. Obligations of the Committee Members

- 7.1. Comply with the work regulations of the Committee;
- 7.2. Implement the resolutions of the Committee;
- 7.3. Proactively support and participate in the events and related work which are organized and conducted by the Committee;
- 7.4. Safeguard the reputation and legal rights and interests of the Committee;
- 7.5. Treat the work of the Committee seriously;
- 7.6. Other obligations that the Committee has stipulated.

Article Eight. Members of the Committee can volunteer to participate in the events of the industrial organizations which are located in the nations where they originate from, or the events of the international (regional) industrial organizations; but their rights and obligations to the Committee remain unchanged.

Article Nine. Leaving the Committee

- 9.1. Members of the Committee are free to leave;
- 9.2. When a member of the Committee decides to leave the Committee, the member should submit a written application of leaving the Committee to the secretariat of the

Committee, which will confirm the application within ten workdays after the application is received. Next, the Secretary-General of the Committee will sign and issue a notice, and report it to WTCF the same time. The notice takes effect the day it is signed and issued.

Article Ten. Termination of Membership

Committee members will have their membership terminated if they have conducted the following actions:

10.1. Seriously violate the work regulations of the Committee, and implement no member obligations, including not participating in the events and related work organized by the Committee for three times in a row;

10.2. A serious breach of trust;

10.3. Seriously damage the rights and interests of the Committee.

The termination of membership by the Committee shall be discussed and decided by the secretariat of the Committee. Before the secretariat of the Committee makes its final decision, the member can explain the reason. After finally terminating the membership, the secretariat will publicize the news to the members at the Meeting of the Committee of Media Organizations.

Chapter Four. Institutions of the Committee

Article Eleven. Institutions of the Committee are as follows:

11.1. Member Meeting

11.2. Secretariat

11.3. Secretary-General

11.4. Rotating Deputy Secretary-General Unit

Article Twelve. Member Meeting

12.1. The Member Meeting (herein after referred to as “the Meeting”) is the highest decision-making institution of the Committee, consisting of all the members of the Committee. Its functions and powers include:

12.1.1. Discuss and decide matters which are in accord with the committee's purposes;

12.1.2. Review of the amendments to the work regulations of the committee;

12.1.3. Listen and discuss the work report from Secretariat of the committee;

12.1.4. Decide on matters related with the dissolution of the committee.

12.2. Meeting Date and Location

The committee meeting will be held annually and should include the attendance of the representatives of members, during which the important events will be discussed and settled. The meeting is organized by the secretariat of the committee and would be held in principle at the same location during the WTCF general assembly. The Secretary General of the committee will preside over the meeting and the Secretariat is in charge of the organizing and coordinating work. Should it be held in advance or

be postponed owing to special circumstances, will refer to the secretariat to make a decision.

12.3. Quorum and Method of Voting

Quorum for the meeting shall be no less than one third of the entire membership. Otherwise, the secretariat of committee may decide to take other measures to consider relevant matters. Every member of the committee shall have one vote. Any resolution of the meeting shall come into effect after it has been adopted by more than half of the members by a vote. The resolution of dissolving and amending the working regulations must be passed by more than two-thirds of the members and approved by the WTCF.

12.4. Special Meeting

When the committee meeting is not in session, in case of urgent necessity, a special meeting may be held by proposal of the secretariat or if a joint proposal in writing is submitted by more than one fourth of the members to discuss relevant urgent matters, which cannot be delayed until the next session of the Meeting. The agenda of the special meeting is the same as the committee meeting.

Article Thirteen. The Secretariat

13.1. The secretariat is the decision-making and executive body of the committee, which represents the committee meeting in managing the daily affairs of the committee. The secretariat is placed at the WTCF Public Relations & Brand Marketing Department of WTCF. Its functions and powers are as follows:

- 13.1.1. To convene the committee meeting, to present the subjects under discussion, to execute the resolutions of the committee meeting and report on the work to the committee meeting;
- 13.1.2. To propose the special meeting;
- 13.1.3. When the committee meeting is not in session, the Secretariat can make decisions according to the work regulations, which shall not conflict with the decisions already approved in the committee meeting;
- 13.1.4. Determine the annual work guidelines and tasks of the committee;
- 13.1.5. Discuss the work report of the committee;
- 13.1.6. Accept and examine applications for admission into or withdrawal from the WTCF and submit them to the Council for decision;
- 13.1.7. Review the related job title affairs of the committee;
- 13.1.8. Study and make the basic management regulations of the committee;
- 13.1.9. Set up the auxiliary body to exercise the duties;
- 13.1.10. Carry out the decisions of the committee meeting, organize making of the annual plan;
- 13.1.11. The Internal and external liaison work;
- 13.1.12. Collecting, collating, editing and delivering all kinds of materials and information;
- 13.1.13. Organize and prepare the exhibition activities;
- 13.1.14. Manage the fund spending of the committee with WTCF;

13.1.15. Hand over the reports approved by secretariat and committee meeting to WTCF;

13.1.16. In charge of other affairs deputed by WTCF and committee meeting;

13.1.17. Interpretation of the work regulation.

Article Fourteen. Secretary-General and Rotating Deputy Secretary General Unit

14.1. Secretary-General

The Secretary-General is the highest person in charge of the committee. He will preside over the daily work of the committee and represent the committee to attend the event. The Secretary-General is headed by the secretariat of WTCF. The Secretary-General is re-elected every four years and can be re-elected. Its powers include:

14.1.1. Preside over the committee meeting and convene and preside over the meeting of the committee;

14.1.2. Organize discussions and decide on annual work guidelines and tasks as well as major issues in daily work;

14.1.3. Supervise and inspect the implementation of the resolutions of the committee;

14.1.4. Sign the important documents and materials of the committee;

14.1.5. Exercising the right to deal with important activities of the committee;

14.1.6. In addition to the matters required by this Work Regulations to be determined by the committee meeting and the Secretariat of the committee, the decision on the major issues and administrative matters of the committee shall be determined.

14.2. Rotating Deputy Secretary-general unit

The committee meeting will appoint the Deputy Secretary-General of the committee from the other members of the committee. The deputy secretary-general unit shall be considered by the secretariat of WTCF and the secretariat of the committee. The deputy secretary-general shall serve for a term of one year and may be re-elected. The committee will appoint 1-3 deputy secretary-general units, and the number of deputy secretary-general units of the committee will increase or decrease depending on the situation. Under the circumstances that the Secretary-General of the committee is unable to perform his duties, WTCF shall authorize the deputy Secretary-General to act on behalf of the Secretary-General or be authorized by the Secretary-General of the committee to handle other matters.

14.3. Termination of the duties of the Secretary-General and the Rotating Deputy Secretary-General Unit

14.3.1. The Secretary-General of the committee may be terminated in the following circumstances:

a. Submit a written resignation to WTCF and receive approval;

b. The committee meeting adopts a dismissal resolution when he/she commits a serious dereliction of duty or cannot perform his/her functions. The final decision will be decided by WTCF;

14.3.2. The duties of Rotating Deputy-Secretary Unit shall be terminated under the following circumstances:

a. A written resignation is submitted to and approved by the committee, and announced at the committee meeting;

b. The committee meeting adopts a dismissal resolution when he/she commits a serious dereliction of duty or cannot perform his/her functions. The final decision will be reported to WTCF as a reference.

Chapter Five. Funding

Article Fifteen. Source of Funds

The committee's funds come from:

1. WTCF subsidies;
2. Voluntary donations by members;
3. Government subsidies by relevant countries and cities;
4. Other legitimate income sources.

Article Sixteen. Use of Funds

All funds shall be used for achieving committee purposes within the scope prescribed by this Statute and other detailed rules of the committee.

Chapter Six. Statute Amendment

Article Seventeen. Statute Amendment

17.1. Statute amendments shall be considered by the Committee Secretariat and then to be submitted to the Secretary-General and the Rotating Deputy-Secretary Unit. Decisions shall be discussed and made by the Secretary-General and the Rotating Deputy-Secretary Unit;

17.2. Statute Amendment shall be submitted to WTCF for approval after it has been considered by the Secretary-General and the Rotating Deputy-Secretary Unit;

17.3. Statute amendments shall come into effect after they have been examined and approved at the Meeting of the Committee of Media Organizations and reported to WTCF for review and consent.

Chapter Seven. Dissolution

Article Eighteen. Dissolution of the committee shall go through the following procedures:

18.1. WTCF dissolves the committee or reaches a dissolution resolution;

18.2. The proposal to dissolve the committee shall be submitted to the committee secretariat for discussion after it has been considered at the Meeting of the Committee of Media Organizations.

Chapter Eight Auxiliary Provisions

Article Nineteen. The committee's working languages are Chinese and English. In case of any divergence in interpretation, the Chinese text shall prevail.

Article Twenty. This Statute shall come into force on the date of release by the committee secretariat, before it was approved by WTCF and adopted by voting at the Meeting of the Committee of Media Organizations.

Article Twenty-One. The committee secretariat is responsible for the interpretation of this Statute.