E.C.C.O. Membership Application

Checklist of required Documents

Please tick the appropriate boxes for documents included with your application:

1 Letters of recommendation from two full E.C.C.O. members

2 Statutes in the original language and an English version

   Additional official documents such as:
   - definition of the profession
   - regulations and/or bylaws
   - code of ethics
   - professional code of conduct

3 A recent, complete and detailed list of the association’s full members and their specialisations.

4 A short description of your membership procedure including the application form

   (full members, student members, associate members etc.)

5 A short description of the history of your association

6 Description of your main activities and goals

7 Application form for E.C.C.O. membership

Please fill in the Application form and send it first by e-mail to be reviewed. We will then require the original documents listed above accompanied with copies of documents or publications concerning the association’s foundation and history, such as Newsletter, Bulletin, website, social media links. After the committee approves your application then you will be asked to deliver the documents in original paper form to the general secretary of E.C.C.O.

Send all documents to the hands of the Subcommittee for new members (info@ecco-eu.org)

DEADLINE:

15th September of the year preceding the General Assembly

(Exceptions are negotiable)
Application for E.C.C.O. Membership

All information given in this application form is confidential and is only for internal use of the board and committee of E.C.C.O.

1. **NAME OF THE APPLYING ORGANISATION (ORIGINAL LANGUAGE AND ENGLISH TRANSLATION):**

_____________________________________________________________________

_____________________________________________________________________

1.1. Official Address:

Street: ________________________________________________________________

_______________________________________________________________

Postal code: _______________  City: ________________________________

Country: ________________________________

Tel: ___________________________  Fax: ________________________________

E-mail: _______________________________________________________

Website: _______________________________________________________

Social Media: _______________________________________________________

1.2. Contact Person:

Name and title: _______________________________________________________

Street: ________________________________________________________________

_______________________________________________________________

Postal code: _______________  City: ________________________________

Country: ________________________________

Tel: ___________________________  Fax: ________________________________

E-mail: _______________________________________________________

Siège social: rue Tabellion 66, BE-1050 Bruxelles, Belgique, Entreprise N° 0447.118.530
2. **TYPE OF E.C.C.O. MEMBERSHIP**

2.1 Full Membership

Is the entire membership of your organisation solely composed of professional conservator-restorers?

☐ yes  ☐ no

2.2 Associate Membership

Is the full membership of your organisation not only composed of professional conservator-restorers, but of professions with activities that contribute in a broader sense to the development and improvement of the preservation of cultural heritage:

☐ yes  ☐ no

3. **THE MEMBERS OF THE APPLYING ORGANISATION**

3.1 Number of full members in your organisation: _____________

3.2 Total number of members in your organisation: _____________

3.3 Date of the last count of members: _____________

3.4 Are all full members’ professional conservator-restorers?

☐ yes  ☐ no

3.5 Are there other professions represented among your full members?

☐ yes  ☐ no

If yes, which professions are represented?

________________________________________

________________________________________

________________________________________

________________________________________

3.6 Are students or trainees full members of your organisation?

☐ yes  ☐ no
4. **THE DEFINITION OF THE PROFESSION AND THE CODE OF ETHICS**

4.1 Has your organisation officially adopted the document formulated and ratified by the ICOM Committee for Conservation, Copenhagen 1984, "The Conservator Restorer: A Definition of the Profession"?

☐ yes ☐ no

If yes, when? __________________________

Please supply appropriate information such as minutes, announcements etc. confirming the adoption.


☐ yes ☐ no

4.3 Has your organisation officially adopted the E.C.C.O. Professional Guidelines?

☐ yes ☐ no

If yes, when? __________________________

Please supply any appropriate information such as minutes, announcements etc. confirming the adoption.

5. **PROFESSIONAL TRAINING AND EDUCATION IN THE COUNTRY OF THE APPLYING ORGANISATION**

5.1 Has your organisation made any official statement about the level of professional education, training and/or access to the profession in the field of conservation and restoration in your country?

☐ yes ☐ no

If yes, what has been decided? If no, what is the current level?

________________________________________

________________________________________

________________________________________

Please supply appropriate information such as minutes, announcements etc. confirming the statement.
5.2 Please give information about the institutions for legally recognised professional education and training in your country:

Do you have any training at university level in your country?
☐ yes ☐ no
Name and location of institution(s):
________________________________________________________________________
________________________________________________________________________

Do you have any training at polytechnic/para-university level in your country?
☐ yes ☐ no
Name and location of institution(s):
________________________________________________________________________
________________________________________________________________________

Does institutional training exist in your country at any other levels?
☐ yes ☐ no
Which level?
Craftsman ☐ yes ☐ no
Graduate ☐ yes ☐ no
Others: ☐ yes ☐ no
Name and location of institution(s):
________________________________________________________________________
________________________________________________________________________

5.3 Do you have any private training programs without legal recognition in your country?
☐ yes ☐ no
Name and location of private school(s):
________________________________________________________________________
________________________________________________________________________
6. **ACTIVITIES OF THE APPLYING ORGANISATION**

6.1. Does your organisation publish or edit:

- an internal newsletter?  □ yes  □ no
- scientific periodicals?  □ yes  □ no

If your organisation becomes member of E.C.C.O., in order to exchange information, you must be prepared to add all E.C.C.O. member organisations to the mailing list of your Newsletter and send also a copy to E.C.C.O.

6.2. Is your organisation involved in training or dissemination of activities in the field of conservation and restoration in your country?

□ yes  □ no

If yes, please give more information

_________________________________________________________________
_________________________________________________________________
_________________________________________________________________

7. **ACTIVITIES OF THE APPLYING ORGANISATION IN E.C.C.O.**

7.1. What are the main interests of your organisation in becoming a member of E.C.C.O.?

_________________________________________________________________
_________________________________________________________________
_________________________________________________________________
_________________________________________________________________
_________________________________________________________________

THIS FORM MUST BE SIGNED BY THE PRESIDENT OF THE APPLYING ORGANISATION:

CITY: ____________________________  DATE: ____________________________

NAME: ____________________________

SIGNATURE: ____________________________
Types of E.C.C.O. Membership

E.C.C.O. has two categories of memberships:

Full Membership:

Any professional organisation or federation of such organisations, legally constituted according to the laws and customs of its country of origin, whose full membership is solely composed of conservator-restorers of cultural heritage, which is based in the European Union or in a member state of the European Free Trade Association (EFTA), which accepts the aims of E.C.C.O. and which officially recognises the "Professional Guidelines" adopted by E.C.C.O.

A full member has the right to vote at General Assemblies. The number of votes is accordingly to the number of full members in a calculated formula.

Associate Membership:

Any other organisation or institution whose activities contribute to the development and improvement of the conservation-restoration of Cultural Heritage, which accepts the aims of E.C.C.O. and which recognises the Professional Guidelines adopted by E.C.C.O.

Note: An associate member does not have the right to vote at General Assemblies.

Annual Fees for E.C.C.O. Membership

Membership fees are different between Full and Associate members. A new calculation system of fees was adopted in the General Assembly of the 30th April 2018 in Valletta, Malta. The fees consist of a fixed contribution according to the size of the organization and a fee for the members of association that is based on the yearly budget. It was additionally decided to introduce a fair system for member fees, which would consider the economic differences within European countries.

The 30th of April 2018 the General Assembly of E.C.C.O. decided to introduce a fair system for member fees which would consider the economic differences within European countries. Members from richer countries should pay a bit more and those of lesser financial power should pay a bit less. Hence the annual fee is based on the following parameters:

- The type of membership (full or associate)
- the size of your organisation (how many full members you have),
- the purchase power of your country
- the budgetary needs of E.C.C.O. In the past years E.C.C.O.’s budget has been stable resulting in a fee, which would vary from a minimum of around €5,70/member to a maximum of about €7,90/member per year for full members and around €3,00/member for associate members.

For more info please contact the E.C.C.O. Treasury via info@ecco-eu.org

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Revised in July 2022 by Barbara Davidson, Kristian Schneider, Amalia Siatou, Anja Romanowski