

**STATUTES OF THE BIBLIOGRAPHICAL COMMITTEE  
OF THE INTERNATIONAL COMMISSION OF MILITARY HISTORY  
Rio de Janeiro, 2 September 2011**

**1. Preamble - Legal Basis**

- a) The Bibliographical Committee (BC) is a permanent, specialised committee of the International Commission of Military History (ICMH).
- b) These statutes are based on Articles 1 (paragraphs 1-4), 3, 4.1, 9 and 10 of the ICMH Statutes of 26<sup>th</sup> of August 2005; and replaces the Convention of Bucharest of 9<sup>th</sup> of August 1980, and other decisions considering the rules taken by the BC of ICMH.
- c) The English text prevails in cases of controversy.

**2. Aims**

The aims of the Bibliographical Committee are

- a) To act as advisory body for the publication of the International Bibliography of Military History (IBMH);
- b) To inform historians, students, libraries, universities and military schools and common people world wide about books published recently in military history, in order to enhance the transfer of military historical and methodological knowledge and expertise; and
- c) To supply the participants of the yearly congress on military history and other people with a review of literature related to the topic of the congress.

**3. Tasks**

To reach these aims, the BC of the ICMH will

- a) Act as a quality control panel to assure the scholarly quality of the contributions to the IBMH; and
- b) Assist the Editor and his team in the publication of the Bibliography.

**4. Composition**

- a) The BC consists of members from different countries which are represented by a National or Regional Commission of Military History as a member-commission of the ICMH.
- b) The BC has a Board which comprises a President, a Secretary-General and up to five further Board members.

- c) The President and the Secretary-General are appointed by agreement between the BC, the Executive Board of the ICMH and the Publisher. The other members of the Board are elected by the members of the BC with simple majority every five years.
- d) The President and the Secretary-General are at the same time Editor-in-Chief and Scientific Editor of the IBMH.
- e) The Editor-in-Chief is responsible for the publication of the IBMH. He may appoint his own Editorial Staff. The members of the Editorial Staff do not have to be members of the BC. They may take part, as the Board sees fit, in the meetings of the Board and/or the BC, but are not entitled to vote unless they are members of the Board and/or the BC in the first place.

## **5. Membership**

- a) A new candidate for the BC has to be proposed by his or her National (or Regional) Commission of Military History, which is a member of the ICMH. The proposal shall be submitted to the BC of the ICMH and must include a short principal curriculum of the proposed candidate.
- b) A National (or Regional) Commission can be represented by only one member. This does not count the President and Secretary-General. It is preferred that each member should at the same time be the responsible scientific correspondent of his or her National (or Regional) Commission.
- c) The BC decides by simple majority whether to accept the nominee or not.
- d) A member of the BC is appointed for five (5) years with a possibility of renewal for further periods of five (5) years by vote of the BC.
- e) If a member withdraws, he or she is entitled to recommend a successor for the rest of the membership period; this recommendation needs to be supported by his or her National (or Regional) Commission. The membership of the successor will formally be approved at the next annual meeting.
- f) If a member dies, his or her National (or Regional) Commission is entitled to nominate a successor under the conditions stated in point 5e of these Statutes.
- g) A member of the BC may not simultaneously hold Board positions in the ICMH or be a member in other specialised committees of the ICMH.
- h) The Board of the ICMH or three (3) members of the BC together can propose to remove a member from the BC. The proposal to exclude a member must be sent to the Secretary-General of the BC at least three (3) months in advance; it will then be included in the invitation to the Annual Meeting. The BC can decide to exclude a member with a majority of two thirds (2/3).

- i) As long as printed copies are produced and purchased by the ICMH, the members of the BC will get a free printed copy of the IBMH issue to which they have contributed. In any case, they receive free online access to the Bibliography.

## **6. Meetings**

- a) The BC will hold its regular annual meetings in the course of the annual International Congress of Military History, which is generally organised by a National (or Regional) Commission under the auspices of the ICMH.
- b) The annual meeting deals with the following standard agenda items:
- The President's annual report: discussion and approval,
  - The annual statement of accounts and annual budget,
  - Resignation of members of the BC and election of new members, proposed by the National (or Regional) Commissions of Military History; and
  - Various items.
- c) Additional meetings may be organized by the Board.
- d) Proposals to be discussed at the annual meeting or at other meetings must be submitted to the President of the BC no later than two months before the date of the meeting.
- e) The working languages of the meetings of the BC are English and French.

## **7. Voting Rights**

Within the BC each member has one vote. The vote cannot be transferred; members who are absent cannot vote. There will be no quorum required for the BC to take decisions at the annual meetings. In an event of voting stalemate the vote of the President is decisive. Voting on personal affairs will be by secret ballot.

## **8. Finances**

- a) The finances of the BC will be managed by the treasurer of the ICMH.
- b) The Executive Board of ICMH takes care of all matters concerning the financial arrangements as listed in the Asset Purchase Agreement.
- c) The BC has the right to make financial propositions to the Executive Board of the ICMH.

## **9. Board of Bibliographical Committee**

- a) The Board handles the BC's routine business, communicates with the Executive Board of the ICMH and edits the Newsletter of the BC.

- b) Invites the members of the BC to the annual and a possible extra meeting.
- c) Handles other matters coming up in-between the annual meetings.
- d) Keeps the members of the BC informed in-between the annual meetings.
- e) The President gives a yearly report to the Board of the ICMH and to the General Assembly about the activities of the BC. This report has to be communicated first to the Board of the BC which shall present it to the BC's annual meeting.

## **10. The Editorial Staff**

- a) The Editor-in-Chief is in charge of the realization of the IBMH and the Editorial Staff.
- b) The Editor-in-Chief maintains the contact and co-operates with the publishing house of the IBMH as agreed in the Journal Editor Agreement.
- c) Takes care of current affairs in the production of the IBMH.
- d) Makes the directives of realizing and procedure of working of the Bibliography.
- e) Gives instructions to the national correspondents and collects their contributions.
- f) The national correspondents adjust their reviews and other contributions to these instructions.

## **11. Correspondents**

- a) Every country will have one main correspondent.
- b) In the country there can be also other correspondents. Unless there are a solid reason to do otherwise, these persons should be members of National Commissions of Military History being affiliated to the ICMH.
- c) Preferably a new correspondent should be a member of the National Commission of Military History of his country.
- c) The Editor-in-Chief may invite correspondents from other countries too.
- d) It is understood that the contributors shall be responsible for the proof-reading – within the period mentioned in instructions accompanying the proofs – of their own contributions.
- e) As long as printed copies are produced and purchased by the ICMH, the correspondents will get a free printed copy of the IBMH issue to which they have contributed. In any case, they receive free online access to the Bibliography.

## **12. Selection of publications**

- a) The Bibliography has a selective character and the BC intends to maintain a fair ratio of contributions published in the member nations of the ICMH.

- b) Reviews are invited primarily of publications which have appeared in the contributor's own country or are written by historians of their own country and are suitable to be included into the International Bibliography of Military History.
- c) The reviews and other contributions to the Bibliography may be written in English, French, German, Italian or Spanish. If done in another language than English, the correspondents have to submit a translation of their review into English as well.
- d) The Editorial Staff does not take care of translations.
- e) In addition to the proposals coming from the national correspondents, the members of BC as well as the Editor-in-Chief may announce publications which deserve particular examination, such as studies of pluri-disciplinary interest, collective works of historians from different countries and other publications issuing from the international scope.
- f) The BC may also announce publications of the ICMH itself.
- g) The Editor-in-Chief has the right to refuse a contribution, which does not reach up to the accepted scientific standards or has been published earlier in another venue.

### **13. Other responsibilities and rights**

- a) The Bibliography will be published in one (1) volume per year, consisting mainly of two (2) issues.
- b) The Publisher is the owner of the Bibliography (Journal) for the duration of the contract.

### **14. Final Provisions**

- a) These Statutes were approved by the General Assembly of the ICMH in Rio de Janeiro on the 2<sup>nd</sup> of September 2011 and come into force with immediate effect.
- b) Amendments to these Statutes can be proposed by the BC (with simple majority), by the Board of the BC, by the Publisher or by the Board of the ICMH. They will be decided upon by the following ICMH General Assembly.

### **15. Transition Rules**

- a) Present members of the BC and of the Board will continue to serve until 2015.
- b) The 2012 volume will be the first volume completely under the new system. All pending, i.e. not yet published contributions to the Bibliography, should be adapted to the new format.