



# Terms of Reference

Chemical Tanker Committee

1. **AIMS AND OBJECTIVES**
	1. The aim of the Committee is to further the interests of independent chemical tanker owners by being closely involved in the following areas;
		1. Commercial issues affecting the sustainability of chemical tanker industry.
		2. National and international regulatory developments.
		3. Pollution prevention and pollution liability issues.
		4. Improvement of safety standards on board chemical tankers.
	2. The Committee shall, in addition to acting as a resource group for the INTERTANKO organisation, whenever possible, act as a link between INTERTANKO and the chemical industry and its organisations. This, with the aim of ensuring that chemical tanker owners’ interests are reflected in the chemical industries day-to-day trading activities and market developments.
	3. In its work the Committee is to pay due regard to relevant work being done by other INTERTANKO Committees and by other organisations and regulatory authorities.
	4. The Committee shall develop and continue dialogue with IMO, ICS, IPTA, CDI, FOSFA, EPCA and other shipping organisations and co-operate with them, where it is found to be useful and beneficial for INTERTANKO chemical tanker owners. Duplication of work and representation should be avoided wherever possible.
	5. The Committee for Members operating chemical tankers. A chemical tanker is defined as a vessel which complies with the IMO, IBC/BCH code and is issued with a Certificate of Fitness.
2. **MEMBERSHIP**
	1. The Committee is composed of a maximum of 20 members at any one time, including the Committee Chair and up to three Vice Chairs.
	2. The Chair, Vice Chairs and the other members of the Committee shall normally be elected for a period of two years and may serve for no more than three terms of two years each.
	3. Committee members are elected by the Committee and approved by the INTERTANKO Council. Elections and re-elections are held when the two-year tenure has been completed or when a Committee member steps down. Re-election is also necessary if a Committee member changes employment between Members / Member Groups.
	4. Membership of the Committee is based on the expertise/ qualification of the individual and position within the Member/ Member Group of companies. Committee members should have experience and expertise which will contribute to the aims and objectives of the Committee. The aim is to achieve overall diversity and a balance of representation by region, trade type and fleet. Membership on the Committee rests with the individual, not the company the individual works for. Re-election is required should the individual change companies. Any term served will count against the maximum tenure.
	5. The Committee Chair is elected by the Committee and approved by the Council. The term of office is two years, which may be extended for two further two-year periods. These periods are in addition to any time served as a Committee member.
	6. Up to three Vice Chairs may be elected by the Committee and approved by the Council. The Vice Chairs’ term of office is two years which may be extended for two further two-year periods. At any one time, one Vice Chair may also be elected or remain Vice Chair provided that he/ she may not hold office for a period of longer than eight consecutive years at a time. These periods are not in addition to any time served as a Committee member.
3. **MEETINGS**
	1. The Committee will typically meet at least twice a year.
	2. Committee members shall endeavour to attend all Committee meetings but in any event shall attend a minimum of one meeting per year. Members shall make every effort towards active contribution to the work of the Committee and actively participate in the discussions. Should a Committee member not be able to attend, the member is encouraged to submit written comments. Repeated non-attendance may result in a review of Committee membership. Committee members who have not attended nor engaged in at least 50% of meetings during any two-year tenure will not be proposed for re-election unless extenuating circumstances apply.
	3. The Chair may invite guests to the meetings, including to participate in working and/or correspondence groups that the Committee establishes from time to time.
	4. As required, specific Working Groups and/or Correspondence Groups may be established to deal with and promote particular issues from the Committee’s work.
	5. The travel expenses of the Committee’s members should be paid for by the Member company.
4. **REPRESENTATION ON EXTERNAL BODIES**
	1. Committee members may be selected to represent the organisation (INTERTANKO) on external bodies.
	2. The term of any such external representation shall be two years upon which time all such representations shall be presented to the committee for reconsideration and/or re-election.
	3. This term of two years can be renewed if no alternate nominations are forthcoming.
	4. Appropriate Qualifications will be required where necessary.
	5. Such opportunities for representation shall be presented to committee members equally.
	6. Members making such external representation shall report to the committee.
5. **CONDUCT OF MEETINGS**

Committee meetings shall be conducted in accordance with INTERTANKO’s Anti-Trust Guidelines.

1. **TERMS OF REFERENCE**

 The Terms of Reference of Committee and any revisions thereto shall be approved by the Council.

1. **SECRETARIAL WORK**

 The INTERTANKO Secretariat will provide secretarial and administrative tasks for the Committee.

1. **REPORTING**

The Committee will report to INTERTANKO’s Council through its Chair, as required.