

## **STATUTES**

### **of the German Archaeological Institute**

The German Archaeological Institute, which developed from the Institute for Archaeological Correspondence (*Institut für Archäologische Korrespondenz*) established in 1829 in Rome, presents, with the approval of the Federal Foreign Office (*Auswärtiges Amt*), the following as its statutes:

#### § 1

- (1) The German Archaeological Institute is a research institute. It has the task of carrying out, promoting and publishing research in the field of archaeology and related science disciplines, chiefly in the countries which gave rise to ancient cultures. It thereby contributes to the preservation of cultural heritage and to cultivating cultural identity in its host and partner countries throughout Europe and worldwide. It maintains libraries that can be accessed by scientists of all nations. It strives for the unity of German archaeological science in the context of all the classical humanities, to cultivate relationships with the international science community worldwide, and to nurture the next generation of scholars. These activities also reinforce the cultural and educational policies of the Federal Foreign Office.
- (2) The institute is a federal office under the jurisdiction of the Federal Foreign Office with the right of self-government particularly regarding matters of science. Its headquarters are in Berlin, it uses its own official seal, and has its own assets.
- (3) The institute is comprised of its headquarters in Berlin; the Rome, Athens, Cairo, Istanbul and Madrid Departments; the Orient and Eurasia Departments in Berlin with branch offices; and, with their own statutes, the Roman-Germanic Commission Frankfurt am Main, the Commission for Ancient History and Epigraphy in Munich, and the Commission for Archaeology of Non-European Cultures in Bonn. Additional entities can be established and other organizational changes can be made by the general assembly with the permission of the Federal Foreign Office.

#### § 2

- (1) The institute is led by a president. He or she oversees the coordination of cultural policies with the Federal Foreign Office, represents the institute, and conducts legal disputes on behalf of the institute. Within the limits of the statutes the president is bound by the decisions of the executive committee. Moreover, the president fulfils those duties for which there are no contravening provisions in the statutes.
- (2) The president is elected by the general assembly in accord with §6.

- (3) The president can be represented by a general secretary, who is in charge of the science departments at the institute's headquarters and who assists the president especially regarding science organization and science policy responsibilities.
- (4) The administrative head of the institute is responsible for the budget.

### § 3

- (1) The president together with the general secretary and the managerial directors of the departments and commissions comprise the board of directors. Its chairperson is the president; he or she can be represented by the general secretary.
- (2) A meeting of the board of directors is called by the president at least twice a year, or more often at his or her request or at the request of at least three of its members. The administrative head of the institute participates in meetings of the board of directors as a resource person without vote.
- (3) The board of directors is responsible for:
  - a) Developing principal science concepts and strategic aims in cooperation with the executive committee,
  - b) Analyzing general organizational directives and entities,
  - c) Giving an opinion on the president's proposals for the expenditure of resources for science purposes,
  - d) Appointing a representative of the managerial directors to the advisory committee for a three year term,
  - e) Making proposals to the executive committee for institute publications.

### § 4

- (1) The president is supported by an advisory committee (*Engerer Ausschuss*). This committee also organizes the election of the president, the general secretary, and the directors of the departments. Its chairperson is the president.
- (2) The president calls a meeting of the advisory committee at least once a year
- (3) The advisory committee consists of:
  - a) The chairperson of the executive committee, who is the president's representative on that committee,
  - b) A representative of the managerial directors, as specified in §3 (3) d,
  - c) Three additional members elected for three years from the membership of the executive committee. They may be reelected once at the end of their term of office. Another election at a later date is not considered to be a reelection in this sense. In any event, their mandate ends with the end of their membership on the executive committee.

## § 5

- (1) The executive committee (*Zentraldirektion*) consists of:
  - a) The president of the institute,
  - b) A representative of the Federal Foreign Office,
  - c) The person selected to represent the managerial directors on the advisory committee,
  - d) Fifteen representatives with expertise in the archaeology of ancient cultures and related science disciplines from universities, museums and other science institutions, including at least five from the field of classical archaeology and one each from the fields of Egyptology, ancient history, building research, early Christian archaeology, classical philology, Southwest Asian antiquity, prehistory, and early history. The remaining three seats can be filled by additional representatives from these or related fields, whereby it must be assured that the competence of the executive committee appropriately reflects the range of the institute's research. At the time of their election or reelection these fifteen representatives must be government employees, not in an emeritus status and not retired.
- (2) The chairperson of the executive committee is the president. He or she can be represented in this function by one of the members of the executive committee, elected by that body for a three-year term. The representative may be reelected once at the end of this term. Another election at a later date is not considered to be a reelection in the sense of sentence 3. In any event, his or her mandate ends with the end of membership on the executive committee.
- (3) The general secretary and the managerial directors of the departments and commissions attend the meetings of the executive committee as resource people without vote.
- (4) The members specified in §5 (1) d) are elected by the executive committee for five years. They may be reelected once at the end of this term. Another election at a later date is not considered to be a reelection in the sense of sentence 2.
- (5) Concerning the members specified in §5 (1) d), attention is to be paid to having adequate nationwide representation as well as to sufficient consideration of women and junior scientists.
- (6) Membership on the executive committee is honorary.
- (7) A meeting of the executive committee is called by the president at least once per year.
- (8) The executive committee is responsible for:
  - a) Receiving and discussing the reports of the president, the general secretary, and the directors,

- b) Appointing the auditors and receiving their reports,
- c) Developing and approving principal science concepts and strategic aims in cooperation with the board of directors,
- d) Approving the institute's science projects and publications, and appointing heads of science projects and editors of publications,
- e) Assuring compliance with the recommendations of the German Research Foundation (*Deutsche Forschungsgemeinschaft, DFG*) to assure good science practice, which are recognized by the institute as a DFG member,
- f) Approving the expenditure of resources for science purposes based on the president's recommendation, annotated as specified in §3 (3) c), and within the scope of budgetary regulations,
- g) Appointing the leadership positions (general secretary, directors) at the institute's headquarters and in the departments, as well as for the Roman-Germanic Commission and the Commission for Archaeology of Non-European Cultures, in the latter two cases on the recommendation of the respective commission,
- h) Authorizing the reassignment of directors within the institute,
- i) Electing honorary members, full members and corresponding members of the institute, and awarding the Winckelmann Medal,
- j) Submitting to the Federal Foreign Office for its approval guidelines for awarding scholarships and, on the basis of the approved guidelines, awarding scholarships within the limitations of the budget,
- k) Providing the institute with rules of procedure.

## §6

- (1) The executive committee and the board of directors together comprise the general assembly. Its chairperson is the president, who can be represented by the deputy chairperson of the executive committee
- (2) The president calls a meeting of the general assembly whenever the decisions specified in (3) below are to be made.
- (3) The general assembly is responsible for:
  - a) Electing the president,
  - b) Proposing changes to these statutes and presenting them to the Federal Foreign Office for approval,
  - c) Approving changes to the statutes of the commissions specified under §1 (3); the general assembly has the right to make proposals for the first changes to be made to the statutes of the commissions after the institute's statutes go into effect.

## § 7

The assets of the institute primarily consists of its libraries, collections and inventory, of capital and financial investments from bequests by third parties, and of real estate, to the extent that ownership has been transferred to the institute. If the institute is dissolved, its assets are to be again used for appropriate scientific purposes.

## § 8

Decisions regarding changes in organization (§1 (3) sentence 2), filling leadership positions (§5 (8) h) and modifications to the statutes (§6 (3) b) are subject to approval by the Federal Foreign Office. The proposed budget is drawn up by the Federal Foreign Office on the basis of the institute's application.

## § 9

The statutes, and any changes, are published in the Joint Ministerial Gazette of the Federal Ministries (*Gemeinsames Ministerialblatt der Ministerien des Bundes*). They go into effect on the day after publication, unless otherwise stipulated.

- (1) These statutes go into effect on 1 January 2005. They replace the statutes of 29 June 1995.
- (2) The terms of office of the five members determined by lot according to §3 (1) d) and of the members according to §3 (1) c), f) to i) of the former statutes ends on 1 January 2005. The other members remain in office until the end of their term.
- (3) If members whose term of office ended on 1 January 2005 are reelected, this is considered reelection in the sense of §5 (4).