



**International Federation of Consulting Engineers**  
The Global Voice of Consulting Engineers

## FIDIC General Assembly Meeting 2024

Date: Sunday, 8 September 2024

GAM NOTICE, AGENDA AND MOTIONS

Date: 7 August 2024



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## Notice of Meeting

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Geneva, 7 August 2024  
**MA Letter 05\_2024**

Dear Members,

The purpose of this letter is to provide you with notice and details of this year's FIDIC General Assembly Meeting (GAM).

Last year, FIDIC GAM took place on 10 September 2023 in Singapore in hybrid mode. It was great to see all the delegates in person and online.

Considering the FIDIC Global Infrastructure Conference will be held in Geneva this year, the FIDIC Board decided that the 2024 GAM will also be held in Geneva in a manner that allows the participation of delegates and proxies both in person and online and by using the online voting technology. 'Mi-Voice' has been designated for this purpose.

Accordingly, the FIDIC Board hereby gives notice that this year's **FIDIC General Assembly Meeting (GAM 2024)** will be held in **Geneva**, at Wilson Room (Ballroom), Hotel President Wilson, 47 Quai Wilson, Geneva 1211 Switzerland on **Sunday, 8 September 2024** at **16:30 CEST** in a hybrid mode by using Zoom videoconference and online voting platform – Mi-Voice.

Registration of the appointed delegates and proxies who are attending in person **will start at 16:00 CEST on Sunday, 8 September 2024** at the **Wilson Room, (Ballroom) Hotel President Wilson** at the address indicated above. Registration of the appointed delegates and proxies who are attending the GAM online **will open at 16:00 CEST on the same date using the Zoom link** sent to the appointed delegates and proxies.

Voting on agenda items for GAM 2024 will take place using the online voting platform designated for this purpose. Voting instructions on how to vote on Mi-Voice is included in this Notice as Annex 8 and will be further notified to the appointed delegates and Proxies by email.

The duly appointed delegates and proxies of FIDIC Member Associations in good standing, in accordance with Articles 8.3, 8.4 and 8.5 of the FIDIC Statutes and By-Laws will be entitled to attend and participate at the GAM and exercise voting rights using the online voting platform.

Honorary, Associate and Affiliate Members of the Federation, representatives of Individual Member Firms of FIDIC Member Associations and their staff, as well as invited observers are asked to register on the FIDIC website to attend the meeting as observers. The link for registration is provided on the FIDIC website. Please note that this year the attendance of the observers will only take place in person.

To comply with FIDIC Global Goals and Climate Change Charter for mitigating climate challenge, all written material for the GAM will be distributed to appointed delegates and proxies by email.

We hope to see many of you in Geneva this year. For those who are not able to attend the Global Infrastructure Conference and the GAM in person, we hope you will join us online to participate in our 2024 GAM.

The FIDIC President, FIDIC Board, and FIDIC Secretariat team will be in Geneva to welcome you all either in person or online.

Yours sincerely,



Ms Catherine Karakatsanis, M.E.Sc., P.Eng., ICD.D, FEC, FCAE, LL.D., D.Eng.  
President

# FIDIC General Assembly Meeting 2024

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Date Sunday, 8 September 2024

The 2024 FIDIC General Assembly Meeting (GAM) will be held in accordance with the FIDIC Statutes and By-Laws. The meeting will be held at Wilson Room (Ballroom), Hotel President Wilson, 47 Quai Wilson, Geneva 1211 Switzerland on Sunday, 8 September 2024 at 16:30 CEST in a hybrid mode by using Zoom video conference and online voting platform – Mi-Voice.

## Agenda

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### **1. Welcome by the FIDIC President, and Chairperson, Ms Catherine Karakatsanis and recognition of special participants at the GAM**

The President of the Federation will preside as Chairperson at the GAM.

### **2. Establishing quorum**

In accordance with Article 8 (14) of the FIDIC Statutes, the Chairperson will announce the quorum of the GAM.

### **3. Minutes of the General Assembly Meeting 2023**

The Minutes of the GAM 2023 are approved in accordance with the FIDIC Statutes and By-Laws as included in the GAM papers (annex 1).

### **4. FIDIC Operations Update**

The Chairperson will present a summary of the year's activities.

### **5. Receipt of Annual Report 2023-2024**

The FIDIC Board will move the receipt of the Annual Report 2023-2024 (annex 2).

### **6. Receipt of Auditors' Report and Approval of Accounts 2023**

The Chairperson will invite the Chair of the Risk and Audit Committee to present the year-end results and budget. Therefore, the presentation will cover items 6 & 8 of the agenda.

After the presentation, the Chairperson will invite the delegates for any questions on the year-end results.

The FIDIC Board will move the receipt of the Auditors' Report and approval of the Accounts 2023 (annex 3).

### **7. Approval of New Subscription Model**

In accordance with Article 9 (11), the new subscription model for FIDIC membership fee will be presented (annex 4)

The FIDIC Board will move the recommendation to approve the new subscription model as recommended by the Task Group.

## **8. Approval of Budget 2024-2025/Subscriptions 2025**

The Chairperson will refer to the presentation by the Chair of the Risk and Audit Committee under item 6 which also includes the forecast for the budget 2024.

On the basis that there are no further questions from the delegates, the Chairperson will ask for a vote.

The FIDIC Board will move the approval of the Budget 2025 (annex 5).

Subject to approval of the new subscription model under item 7 above, the projected subscription for 2025 will assume the change as described in the recommendation paper.

## **9. Election of New Member Associations (MAs)**

The following applications for Member Association were received, considered, and are recommended by the Board:

1. Associacao Angolana De Projectistas E Consultores (AAPC), Angola.
2. Kuwait Federation of Engineering Offices and Consultant Houses (KFEOCH), Kuwait.
3. Camara Paraguaya De Consultores (CPC), Paraguay.

The following application is recommended by the Board subject to the receipt of further supporting documentation before the GAM.

4. Kyrgyz Association of Consulting Engineers, Kyrgyzstan.

The General Assembly shall make a decision on the admission of new Member Associations in accordance with Art. 9.7 of the Statutes.

The FIDIC Board refers to MA letter 4 sent to all Member Associations on 08 July 2024 and additional documentation included in the GAM papers as part of annex 6. For annex 6 documents: MA applications and additional information, please [click here](#).

## **10. Election of Associate Members (AMs)**

No Applications for Associate Membership have been received this year.

## **11. Exclusion of Members**

There is no motion for the exclusion of Member Associations this year 2024.

## **12. Recognition of Affiliate Members**

The following applications for Affiliate Membership have been received, considered, and approved by the Board:

1. Kaj Moller, Sweden
2. Yasir Hamad Mohammed Mohammed, Iraq
3. Engineering Association for Development and Environment-EADE, Iraq

The FIDIC Board recommends the MAs to note the appointment of the above Affiliate Members in accordance with the FIDIC Statutes and By-Laws Article 9 (5).

### **13. Announcement of 2025 Conference venue, place of GAM and dates**

The Chairperson will update the members on the strategic decision regarding the location for the FIDIC conference in 2025 and fix the date and place of GAM 2025.

### **14. Recognition to Participants of FIDIC Programmes**

#### **(a) Future Leaders Management Course**

The completion of the programme for the FIDIC Future Leaders Management Course (FLMC) will be recognised. The Chairperson will update the members on the number of participants who successfully completed their programme with outstanding results.

#### **(b) FIDIC Credentialing Certification Programmes**

The Chairperson will update the members on the number of participants who successfully completed FCL Credentialing Certification Programmes.

### **15. Announcement of the Election of one Board member**

Two tellers appointed by the President will be invited to announce the results of the online vote.

### **16. Recognition to outgoing members of the FIDIC Board**

The Chairperson will recognise the outstanding service of outgoing FIDIC Board members.

### **17. Election of President-Elect**

In accordance with Article 11 (6 and 7) of the FIDIC Statutes, the FIDIC Board will nominate one of the Vice-Presidents as President-Elect for election by the GAM.

### **18. Recognition to FIDIC Prangey, other awards and honors**

The Chairperson will announce the recipient of this year's Prangey Award.

### **19. Any other Business**

If any other business arises, this will be addressed.

### **20. Closure**

***Note:*** Amendments to formal motions for the General Assembly Meeting may be requested and will be considered and communicated to the Member Associations and those intending or

*expecting to be present at the General Assembly Meeting as Delegates and Proxies in accordance with the FIDIC Statutes and By-Laws.*

## Motions

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### 7. Approval of New Subscription Model

In early 2024, in response to feedback about the equity and appropriateness of the current FIDIC membership fee model, FIDIC convened an independent and geographically diverse Task Group through the Directors and Secretaries Advisory Council (DNSAC) to review the membership fee model for future years.

The Task Group's recommendation, endorsed by the Board, is set out in the recommendation paper (annex 4) as follows:

1. FIDIC annual membership fee for Member Associations from 1 January 2025 is based on a new model of 1.5% of MA Total Revenue (see section 5.2 of annex 4) as averaged out over the MA's previous three financial years.
2. The fee increase will be implemented in a phased approach so that any MA whose fee will increase under the new model will pay no more than 5% year-on-year until they reach their new fee level.
3. A minimum fee to be retained at the current level of CHF 1,900, and a maximum fee to be retained at the current level of CHF 100,000.
4. An eased entry factor is applied to encourage developing MAs to join the global community.
5. On an annual basis, FIDIC will request MAs to report their revenue data for their most recent financial year, with fees payable and due in line with FIDIC's established policies.
6. Any MA that does not provide revenue data to FIDIC for the purposes of calculating the fee model (for the first year or subsequent years), their fee will be calculated based on their current fee under the current model, plus a 5% uplift year-on-year.
7. Fee Dispensations apply as follows:
  - a. A discretionary fee dispensation may be considered for MAs with higher revenue in specific years such as due to hosting a FIDIC event or MAs impacted by factors such as war, disaster, pandemic, or exchange rate fluctuations.
  - b. An automatic fee dispensation of between 10-15% is to be applied to MAs that are paying a membership fee to EFCA as well as FIDIC for the year 2025. A special purpose group (SPG) will be set up to determine the quantum of the fee dispensation for 2026 and beyond. The SPG will report its recommendations to the FIDIC Board, no later than 30 March 2025.
8. A standing committee will be set up to govern the fee model on an ongoing basis.

FIDIC Board recommends the GAM to approve the new subscription model proposed by the Task Group to apply to all Member Associations from 1 January 2025, with new fees payable and due in line with FIDIC's established policies.



### **Agenda item 8 - Election of New Member Associations (MAs)**

The following applications for Member Association were received, considered and are recommended by the Board:

1. Associacao Angolana De Projectistas E Consultores (AAPC), Angola.
2. Kuwait Federation of Engineering Offices and Consultant Houses (KFEOCH), Kuwait.
3. Camara Paraguaya De Consultores (CPC), Paraguay.

The following application is recommended by the board subject to the receipt of further supporting documentation before the GAM.

4. Kyrgyz Association of Consulting Engineers, Kyrgyzstan.

The General Assembly shall make a decision on the admission of new Member Associations in accordance with Art. 9.7 of the Statutes. In accordance with article 4.3 of the FIDIC Statutes, a resolution on the admission of a new Member Association shall be adopted only if two-thirds of the votes cast by Member Associations represented at the meeting of the General Assembly and entitled to vote are in favour of the resolution.

### **Agenda Item 11 - Recognition of Affiliate Members**

FIDIC received applications for Affiliate Membership from the persons and entities named below. In accordance with Article 4 (7) of the FIDIC Statutes, the candidates above have obtained the approval of the National Member Associations as applicable.

1. Kaj Moller, Sweden
2. Yasir Hamad Mohammed Mohammed, Iraq
3. Engineering Association for Development and Environment-EADE, Iraq

These applications are approved by the Board. The General Assembly is requested to note the appointment of the above Affiliate Members in accordance with the FIDIC Statutes and By-Laws Article 9 (5).

## Instructions

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We take this opportunity to provide you with some instructions on the conduct of the GAM and voting.

We require you to please confirm your attendance and notify the Secretariat in writing the names of your delegates and/or proxies in accordance with the FIDIC Statutes and By-Laws. We require that you indicate in the form whether your appointed delegates or proxies will attend the GAM in person or online, and an authorised individual email address for each delegate or proxy. We require you to provide us with the email address of your authorised delegate or proxy to exercising voting rights.

To do so, you must complete and send the GAM delegates registration form received from the Secretariat (Annex 7.1).

**Alternatively**, if you wish to be represented by a Proxy or to direct your voting rights to a GAM Proxy Holder, we require you to complete and send the Proxy Form provided in Annex 7.1.

The GAM Delegate Registration Form **OR** the GAM Proxy Form **shall be signed** by an authorised representative of the MA and returned to the FIDIC Secretariat **no later than 1 September 2024** in one of the following ways:

**By email:**

sent as a scanned document by email at [fidicgam2024@fidic.org](mailto:fidicgam2024@fidic.org)

**or**

**By mail, courier or delivered by hand (against receipt) at:**

FIDIC - Fédération Internationale des Ingénieurs Conseil  
World Trade Center II, Geneva Airport, PO Box 311, 29 Route de Pré-Bois, CH-1215  
Geneva 15, Switzerland

**Please make sure the form is received by FIDIC Secretariat no later than 1 September 2024.**

In accordance with Article 8.12 of the Statutes, the FIDIC President and Chairperson of the General Assembly Meeting hereby appoints, **Manish Kothari**, FIDIC Board member, as GAM Proxy Holder.

Your duly appointed delegates and/or proxies:

- **who are attending the meeting in person** are requested to be present at the GAM venue at **16:00 CEST at the following address:**

**Wilson Room/Ballroom**  
Hotel President Wilson  
47 Quai Wilson  
Geneva 1211  
Switzerland

- **who are attending the meeting online** will receive a Zoom invitation from the Secretariat at least **3 days prior** to the date of the GAM to join the meeting online. Please make sure that the delegates and Proxies who are attending online have registered and checked their email when the time approaches and will have adequate access to the internet during the GAM.

Please make sure that on the day of the GAM, 8 September 2024, delegates and proxies attending online will join the Zoom link at **16:00 CEST** to register their presence at the GAM;

***The meeting will start at 16:30 CEST on Sunday, 8 September 2024.***

The FIDIC Secretariat members, the FIDIC Board members, and the FIDIC President will be in Geneva to welcome you all either in person or online.

### **General Resolutions**

On all general resolutions, the delegates will be invited to vote using the online platform. The delegates will have to follow the instructions received by email for that purpose. ***Instructions for voting and voting link will be provided to the authorised email address indicated in the delegate appointment form (Annex 7.1).*** For how to vote guide, see Annex 8. A separate PDF will also be provided.

The delegates will be required to follow voting procedures during the GAM.

To ensure that the GAM is effective and efficient as possible, Member Associations are asked, wherever practical to submit any questions they may have regarding the papers issued for the GAM, in advance of the GAM to the following email address: [fidicgam2024@fidic.org](mailto:fidicgam2024@fidic.org) .

We look forward to seeing you at the General Assembly meeting.

## GAM Papers

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For Annexes, please [click here GAM 2024 Documents](#)

Annex 1: Minutes of the General Assembly Meeting 2023 - Agenda Item 3.

Annex 2: Annual Report - *will be provided before the GAM by email* – Agenda Item 5.

Annex 3: Agenda Item -6.

- (a) Auditor’s Financial Report 2023.
- (b) Audit Report FIDIC Credentialing 2023.
- (c) Audit Report FCS 2023 – English.
- (d) Consolidated accounts FIDIC FCL FCS 2023.

Annex 4 – Agenda Item 7.

Proposal for new subscription model.

Annex 5: – Agenda Item 8.

Forecast for Budget 2024 and Budget 2025- *will be provided before the GAM.*

Annex 6: - New MA applications – MA letter 4 and additional documents

Annex 7: Instructions

- 7.1. GAM Delegates Registration Form and Proxy Form.
- 7.2. Member votes 2024.

Annex 8: How to vote guide.

# Annex 8 - How to vote guide

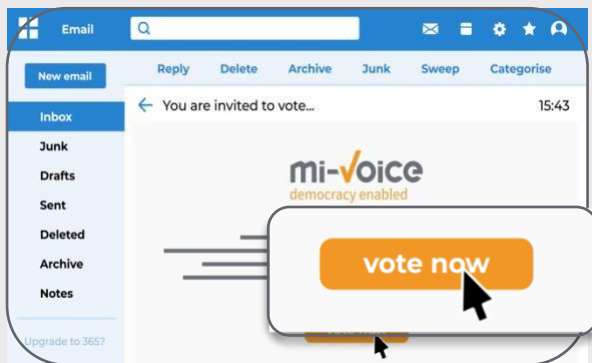
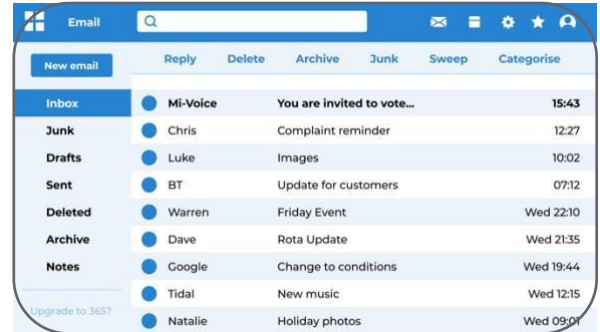
## General Annual Meeting



Your step-by-step guide on how to vote.

Locate the email containing your voting information. This will come from [elections@mi-voice.com](mailto:elections@mi-voice.com).

If you are unable to find your voting details, you can contact [support@mi-voice.com](mailto:support@mi-voice.com) for assistance.



Click the vote now button located within your email.

You can also visit [www.mi-vote.com/secure/fidic](http://www.mi-vote.com/secure/fidic) and enter your Unique Voter Code.

Read the instructions at the top of the page for more information about the Annual General Meeting and how your vote should be cast for each resolution.

### Mi-Voice AGM Voting Site

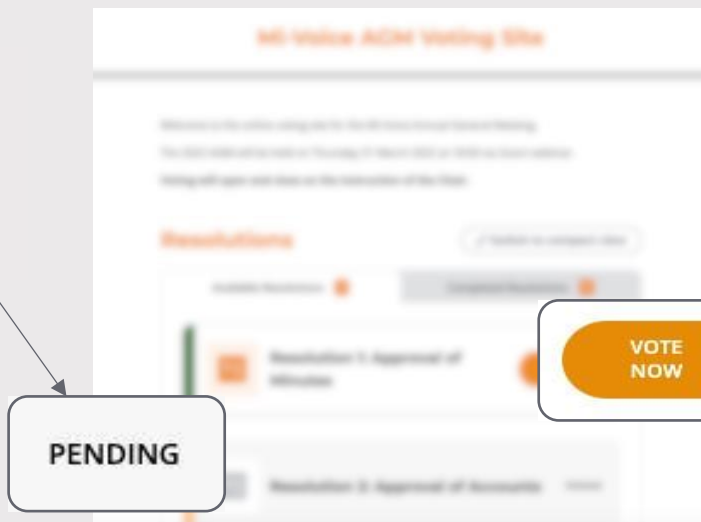
Welcome to the Mi-Voice Annual General Meeting (AGM) 2023 voting site.

The Annual General Meeting of Mi-Voice will take place on Tuesday, 13 June 2023 at 11:30am via Zoom.

When voting is opened on each resolution please click the 'Vote Now' button and select how you wish to vote. Please confirm your selections by using the 'Next Step' button at the bottom of the page, before clicking the 'Cast My Vote' button on the following page.

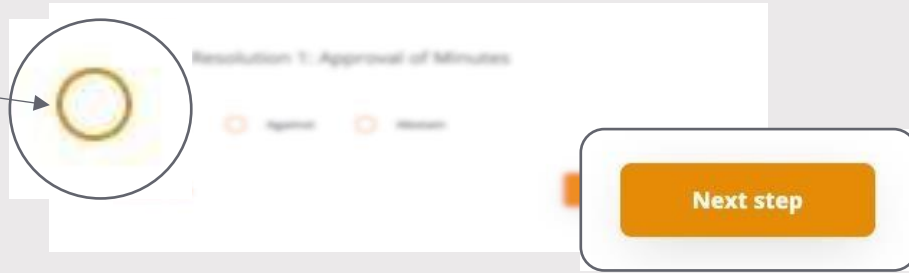
**Voting will open and close on the instruction of the Chair.**

Resolutions will show as **PENDING** until they are to be voted on.



When the Chair calls for voting to open on an item, a 'VOTE NOW' button will become available. Click the 'Refresh' button at the bottom of the screen if it does not appear.

Click on the circle next to your chosen option.



Then click the 'Next step' button to proceed to the next screen.

### Confirmation

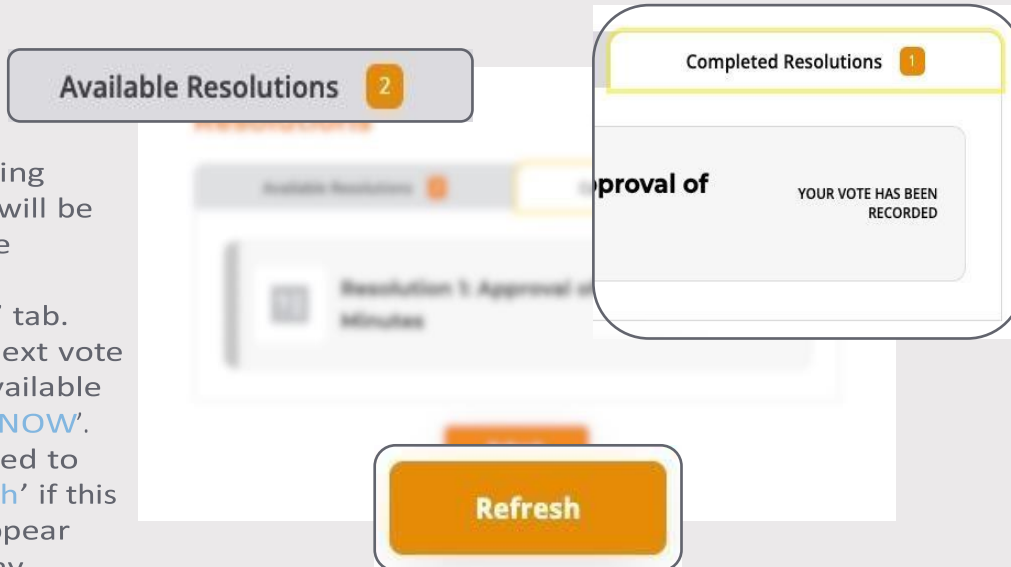
Resolution 1: Approval of Minutes

You will now be able to review your choice and cast your vote. If you would like to change your vote click the 'Previous step' button.



If you are happy with the selection you have made just click the 'Cast my vote now' button.

The remaining resolutions will be found in the 'Available Resolutions' tab. When the next vote becomes available click 'VOTE NOW'. You may need to click 'Refresh' if this does not appear straight away.



Once your vote has been cast on a resolution, the resolution will appear in the 'Completed Resolutions' tab saying 'YOUR VOTE HAS BEEN RECORDED'.



### Voting complete!

When you have voted on all resolutions you will no longer be able to access the voting site.

You may now close your browser.

**SUPPORT**



support@mi-voice.com

02380 763 987

**mi-voice**  
democracy enabled



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