

THE STATUTE FOR THE WORLD E-GOVERNMENTS ORGANIZATION OF CITIES AND LOCAL GOVERNMENTS

*(As adopted at the Inaugural WeGO General Assembly
on the 7th of September 2010 and amended on the 13th of November 13, 2012 and on the 5th of
November, 2014)*

Preamble

The cities and local governments attending the Inaugural General Assembly of the World e-Governments Organization of Cities and Local Governments (hereinafter referred to as “the Organization”),

Recognizing the necessity to lay a foundation for a sustainable development model by integrating information technology into public administration,

Recalling the Seoul e-Government Declaration adopted on the 8th day of July, 2008 at the World e-Government Mayors Forum, whose plans of action embody the consent to form a body for global e-Governments that aims to share e-government practices and strengthen the solidarity, exchanges, and cooperation among cities,

Accepting what was agreed on the 29th day of September, 2009 at the World Cities CIO Forum, a preliminary meeting for establishing the World e-Governments Organization,

Wishing to preserve the quality of life of citizens as well as support sustainable city development through the shared experiences in e-government practices and by making contributions to the international city community,

Have agreed as follows:

PART I. GENERAL PROVISIONS

Article 1 Purpose

This Statute aims to stipulate the structure and general operation of the Organization established to promote sustainable city development by enhancing exchanges and cooperation on e-governments, to improve administrative efficiency and transparency by strengthening digital capabilities, to advance online public services for citizens and increase civil involvement, to bridge the digital divide, and to create a common ground for direct cooperation and solidarity among cities.

Article 2
Legal Scope of the Statute

Nothing in this Statute may be applied and interpreted as affecting in any way the legal provisions of any member city.

Article 3
Use of Terms

For the purpose of this Statute:

- (a) "e-governments" refers to cities and local governments that make use of information technology to enhance the access to and the delivery of government services for citizens;
- (b) "Cities and local governments (hereinafter referred to as "cities")" refers to the local authority which administers public affairs relating to the lives and well-being of citizens within the territory of its jurisdiction; and
- (c) "Mayor" refers to a head of the executive authority of cities regardless of differences in ways of using the title.

Article 4
Projects of the Organization

In accordance with its goal of improving the quality of life of citizens stipulated in article 1, the Organization shall conduct the projects to:

- (a) Share and disseminate best e-government practices between and among cities;
- (b) Conduct research to bridge the digital-divide among citizens and cities;
- (c) Promote the use of information technology to innovate the administrative process, improve online public service, and enhance administrative transparency;
- (d) Exchange officials between and among cities and create business models utilizing information technology through public-private partnerships;
- (e) Analyze and implement good practices in e-governments by conducting agreements with public government organizations; and
- (f) Conduct other functions as deemed necessary for the purpose of fulfilling the intentions and purposes of the Organization.

PART II.
MEMBERSHIP

Article 5
Membership Categories

1. The membership categories of the Organization are as follows:

- (a) Full member refers to any city which attended the Inaugural General Assembly or whose membership application was approved by the Executive Committee.

- (b) Associate member refers to any city which submitted the membership application but whose membership has not yet been approved by the Executive Committee.
- (c) Friendship member refers to any regional association of local governments; or any government agency or governmental entity that is directly concerned with local e-Government issues; whose membership was approved by the Executive Committee.

Article 6 Rights of Members

1. WeGO members as in the defined category below shall pay a corresponding annual membership fee and shall have corresponding rights specified for each category.
 - (a) Full members shall have the right to take part in discussion, vote, approve, decide on, and confirm in the General Assembly on matters of, including but not limited to, the election of the president city and the agenda concerning the Statute, projects, and annual membership fees.
 - (b) Associate members may attend regular sessions of the General Assembly and present their opinions on matters of, including but not limited to, the Statute, projects and annual membership fees.
 - (c) Friendship members may attend regular sessions of the General Assembly, and present their opinions.

Article 7 Membership Accession and Withdrawal

1. Any city wishing to join the Organization shall submit a membership application form to the Secretariat and has to receive approval from the Executive Committee.
2. Any member may withdraw from the Organization by submitting a written notice of withdrawal to the Secretariat. Withdrawal of membership shall take effect upon the date the President announces the city's withdrawal to the Executive Committee.
3. The Executive Committee may suspend the participation of any member in the General Assembly and other WeGO sessions and limit the member's right to vote and access the benefits of the Organization if the member's membership fees remain in arrears without reasonable cause and explanation or if the member fails to attend the regular sessions of the General Assembly without reasonable cause and explanation.

Article 8 Membership Fees

1. Full members of the Organization shall begin to pay annual membership fees as prescribed in Annex 1, starting from the following year they are admitted to the Organization.

2. Friendship members of the Organization shall begin to pay annual membership fees as prescribed in Annex 2, starting from the following year they are admitted to the Organization.

Article 9
Refund of Membership Fees and Other Expenses

Membership fees and other expenses paid by a member shall not be refunded in the case of withdrawal from or suspension of membership.

PART III.
ORGANS

Article 10
General Assembly

1. The General Assembly consists of all full member cities and shall be the top-level decision-making body of the Organization. The General Assembly shall have the power to decide on, approve, and confirm the following matters:

- (a) Amendments to the Statute;
- (b) Financial support for projects and programmes;
- (c) Consultation and decision on cooperative projects among cities to be funded with the revenue of the Organization;
- (d) Election of the president city and the Executive Committee members;
- (e) Confirmation on the decided host city of the next General Assembly; and
- (f) Any other matters related to the structure and operation of the Organization.

2. A regular session of the General Assembly of WeGO convenes every three (3) years, and the host city shall be confirmed by the General Assembly following the decision at the Executive Committee except that in the case that an applicant host city wishes to host the next General Assembly in two (2) years, the Executive Committee may take such wish into consideration on a case-by-case basis and approve such earlier timing of the regular session of the next General Assembly, subject to confirmation by the General Assembly. If the General Assembly confirms the accommodation of a host city's request to hold the General Assembly earlier than in three (3) years, the service term for the (Assistant) Secretary General (as provided in Article 13.3), President City/Vice President Cities (as provided in Article 11.6), and Executive Committee Members (as provided in Article 12.6) will correspondingly change to the shorter time period.

3. The date of the meeting of the General Assembly shall be determined by the Executive Committee in full consideration of the preferred dates of the host city. The Secretariat of the Organization shall announce the date of the General Assembly to all members at least one year prior to the meeting date.

4. Any member city intending to convene the next General Assembly shall notify the Secretariat with an official proposal at least one (1) month before the date of the General Assembly preceding the next General Assembly.

5. The confirmed host city of the General Assembly shall make an agreement with the Secretariat at least one (1) month before the annual Executive Committee meeting taking place in the year immediately following the selection of such host city.

6. The host city of the next General Assembly shall prepare for and host the Executive Committee meeting in the year immediately following the selection of such host city (the “First Executive Committee Meeting”) and in the year in which the General Assembly hosted by such city takes place. With respect to the Executive Committee meeting taking place in the year immediately preceding the next General Assembly (the “Second Executive Committee Meeting”), it will be hosted by another WeGO member, as decided by the Executive Committee at the First Executive Committee Meeting or by written consent. In the event that there is no candidate WeGO member city wishing to host the Second Executive Committee Meeting, the President City will be the host city of the Second Executive Committee Meeting. The annual membership fee of the host city will be waived commencing in the year immediately following such city’s selection as the host city until the end of the year in which the General Assembly hosted by such city takes place.

7. If a city designated to host the regular session of the General Assembly is affected by an event of *force majeure* and is unable to host the meeting, an alternative date and venue of the General Assembly shall be decided by the Executive Committee.

8. The President may convene a special session of the General Assembly with the unanimous approval of the members of the Executive Committee. The special session shall be held in the president city.

Article 11

President and Vice Presidents

1. The Organization shall have one president city and vice president cities.

2. The vice president cities shall consist of an executive vice president city and not less than five (5) vice president cities.

3. The president city shall be elected at the General Assembly, and in the event of 2 or more candidates, the city receiving the largest number of votes shall become the president city.

4. The next host city of the General Assembly will automatically be appointed as the executive vice president city and vice president cities shall be appointed by the president city from among cities nominated by the Executive Committee. The appointment of the executive vice president city and vice president cities will be made to ensure equitable geographical distribution as much as possible.

5. Any full member city that has fully paid membership fees and wishes to be elected as President shall notify the Secretariat in writing of its candidacy one (1) month prior to the General Assembly where the election will be held, and the Secretariat shall subsequently announce the candidacy to all members two (2) weeks prior to the General Assembly.

6. The elected president city and the appointed vice president cities shall serve a term of three (3) years and may be re-elected or re-appointed, respectively.
7. The mayors of the elected president city and appointed vice president cities shall become the President and Vice Presidents of the Organization, respectively.
8. The President shall supervise and represent the Organization and shall chair the meetings. The Vice Presidents shall assist the President. In cases when the President is absent from meetings or other scheduled events due to illness or any other reason, the functions and duties of the President shall be carried out by the Executive Vice President.
9. In the event that the mayors of the president or vice president cities cease to hold their office as the head of their local governments before the term of the presidency of the Organization expires, their successors to office shall serve the remaining term of the President or Vice Presidents of the Organization. Acting mayors of the president and vice president cities of the Organization may succeed as President or Vice Presidents of the Organization until new mayors begin their terms of office.
10. If a city resigns from the position of the President of the Organization, the Executive Vice President shall serve the remaining term of the President, and the city nominated at the earliest meeting of the Executive Committee to be convened after the resignation of President shall succeed as Executive Vice President of the Organization.
11. If a city resigns from the position of the Executive Vice President, the President shall appoint a replacement among the vice president cities.
12. If a city resigns from the position of Vice President, the President shall appoint a replacement among members of the Executive Committee.

Article 12 Executive Committee

1. The Organization shall have the Executive Committee comprising twenty (20) or less cities including the president city and vice president cities. The Executive Committee provides support for the projects and assists in the operation of the Organization.
2. The Executive Committee will discuss and/or make decisions on the following matters:
 - (a) Approval of new membership, suspension and withdrawal of existing membership;
 - (b) Discussion on amendments to the Statute to be approved by the General Assembly;
 - (c) Review of financial support and expenses for projects and programmes;
 - (d) Review of annual report on the activities of the Organization;
 - (e) Discussion and consultation on cooperative projects among cities to be funded with the revenue of the Organization and approved by the General Assembly;
 - (f) Discussion on election of the president city and the Executive Committee members by the General Assembly;
 - (g) Nomination of vice president cities;
 - (h) Decision on cooperative projects aimed at promoting common interests of member cities to be funded with the revenue of the Organization;
 - (i) Decision on the host city of the next General Assembly to be confirmed by the General

Assembly;

- (j) Approval/Disapproval of regional offices;
- (k) Approval of operational expenses to be paid with the revenue of the Organization;
- (l) Any other matters related to the structure and operation of the Organization

3. The Executive Committee may hold regular meetings and special meetings. Regular meetings shall be held every year.

4. Any member city may join the Executive Committee by notifying the Secretariat in writing of its candidacy one (1) month prior to the General Assembly. Members of the Executive Committee shall be elected by the General Assembly taking into account equitable geographical distribution as much as possible.

5. Any member of the Executive Committee may convene a meeting of the Executive Committee with the written consent from more than half of its members. The special meeting of the Executive Committee meeting shall be held in the city that requested the meeting.

6. Members of the Executive Committee shall serve a term of three (3) years and may serve additional terms.

7. The Secretary General of the Secretariat may give advice but not vote at a meeting of the Executive Committee.

8. If a city resigns from the membership of the Executive Committee, another city nominated to replace the resigned city at the next Executive Committee meeting shall become the new Executive Committee member.

9. In determining the next host city of the General Assembly of WeGO, the Executive Committee shall consider the followings:

- (a) Objectives and vision of candidate cities
- (b) Regional balance of host cities
- (c) Financial Status of candidate cities
- (d) Presentation of the candidate cities on hosting proposal

10. If 2 or more cities wish to host the next General Assembly, the city receiving the largest number of votes shall be decided as the next host city.

11. In a General Assembly year, when there is no candidate member city wishing to host the next General Assembly or no decision has been reached on which city will host the next General Assembly, the President City shall host the Executive Committee meeting the following year for the discussion of the host city of the General Assembly. At such following Executive Committee meeting hosted by the President City, the decision for the next host city of the General Assembly shall be considered adopted without the confirmation of the General Assembly. The selected next host city shall host the next Executive Committee meeting and the next General Assembly as originally scheduled. The Secretariat shall announce the selected host city through WeGO homepage and by e-mail to all members.

Article 13 Secretariat

1. The Secretariat of the Organization shall perform the functions and duties assigned to it by the General Assembly and by the Executive Committee, submit to the Executive Committee at each regular session an annual report on the activities of the Organization and its financial matters, and provide other administrative services to the members of the Organization.
2. The Secretary General and the Assistant Secretary General of the Secretariat shall be appointed by the President of the Organization.
3. The Secretary General and the Assistant Secretary General shall serve a term of three (3) years and may be reappointed.
4. In the event that the office of Secretary General becomes vacant, the Assistant Secretary General shall assume the duties of the Secretary General until a new Secretary General is appointed.
5. The Secretariat shall be established in Seoul city and the Organization may decide to set up regional offices through a bidding process; any member city that wishes to host a regional office may participate in the bidding process.
6. Establishment and Dissolution of WeGO Regional Offices
 - (a) The Executive Committee shall approve the establishment of regional offices. If 2 or more cities wish to establish a regional office in the same region, the regional office in the city receiving the largest number of votes shall be decided as the new regional office.
 - (b) The Executive Committee may rescind the establishment of a Regional Office pursuant to the initial and annual assessments to be conducted under the Terms of Reference for the WeGO Regional Office or in the event that the Executive Committee decides that the conduct, omission, or negligence of the Regional Office causes harm to the mission or purpose and/or reputation of the Organization. The Organization and the WeGO Secretariat shall not be liable to indemnify such dissolved Regional Office or its host city for any loss or damages sustained by such dissolution. The dissolution of a Regional Office may be adopted at the annual Executive Committee meeting with the attendance of one third or more of the total Executive Committee members and with the concurrence of two thirds or more of the members present at the meeting; or by written unanimous consent.
7. Each Regional office is an affiliated organization of the Secretariat that supports the functions of the Secretariat, facilitates the implementation of projects of the Organization, and manages members in the respective region. Each regional office shall submit an annual report on its operational progress to the Secretariat one (1) month prior to the Executive Committee meeting.
8. The city where the regional office is located shall appoint the secretary general of the regional office. The regional office shall consist of one team with the Secretary General and at least three (3) other staff members and abide by the Terms of Reference for the WeGO

Regional Office.

PART IV.
FINANCE

Article 14
Revenue

1. The revenue of the Organization shall consist of:

- (a) Annual membership fees paid by full members;
- (b) Voluntary donations from members; and
- (c) Any other sources of revenue approved by the Executive Committee.

2. The revenue shall not include:

- (a) Annual subsidy from the President City;
- (b) Any other form of financial and in-kind support from the President City; and
- (c) Funds raised from sponsors for specific events and activities.

Article 15
Expenditure

1. The Organization may spend the revenue for the following expenses:

(a) Operational Expense

- (i) The Expenses for convening the meetings specified in paragraph 7 and 8 of Article 10 may be covered by the revenue of the Organization within the limit of less than 50% of the total costs with the approval of the General Assembly concerned.
- (ii) The president city of the Organization shall be primarily responsible for expenses for operating the Secretariat. Expenses for running the Secretariat, including the expenses for hiring the Secretary General and Assistant Secretary General, shall also be borne by the revenue of the Organization. In the case that member cities send their staff to the Secretariat, the sending cities bear the salaries and all living costs of their seconded staff to the Secretariat.
- (iii) Other expenses approved by the Executive Committee for the effective management of the Organization may be paid by the revenue of the Organization.

(b) Project Expenses

- (i) Expenses for conducting joint projects between and among cities shall be shared among cities participating in the project concerned. Expenses for joint projects between and among cities approved by the General Assembly attended by more than half of the total members may be paid in part from the revenue of the Organization with the consent of more than half of the members present at the session in consideration of the purpose and envisaged benefits of the project.
- (ii) With the approval from the Executive Committee, the Organization may use its revenue for the implementation of programmes aimed at promoting common

interests of the member cities including but not limited to:

- Awarding of World e-Governments Prizes
 - Establishing e-Government Training Programmes
 - Organizing conferences and seminars held separately from the General Assembly
- (iii) The president city of the Organization is primarily responsible for expenses of projects and programmes implemented for the purpose of promoting the Organization and its activities.

2. The Organization shall not pay for expenses incurred by the following:

- (a) Expenses for the General Assembly
Expenses required to convene the sessions of the General Assembly other than specified in paragraphs 7 and 8 of Article 10, shall be borne by the host city.
- (b) Expenses for the Executive Committee
The expenses for convening regular and special meetings of the Executive Committee shall be borne by the host city.
- (c) Expenses for the Regional Offices
Expenses required for setting up and operating the regional offices, including the salaries of the Secretary Generals of regional offices, shall be borne by the cities where the regional offices are located.

PART V. GENERAL RULES

Article 16 Quorum

1. Unless otherwise specified herein, each motion at the General Assembly and the Executive Committee shall be considered adopted with the attendance of one third or more of the total members of the Organization and the Executive Committee, respectively, and with the concurrence of one half or more of the members present.

2. Each full member shall have one vote for each motion.

3. Resolution by written consent: When the Executive Committee is not in session, it may make decisions by written consent. Unless otherwise specified herein, in such cases, motions shall be considered adopted with the written consent of two thirds or more members of the Executive Committee.

Article 17
Amendments

1. Any full member may initiate or the Secretary General may submit a proposal to amend provisions in the Statute.
2. Amendment proposal shall be submitted to the Secretariat no later than three (3) months prior to the date of the General Assembly where the amendment proposal will be discussed. The Secretary General shall circulate the proposal in written form to all members one (1) month before the date of the General Assembly where the amendment will be proposed.

Article 18
Mandate of the President

Decisions relating to management and implementation of projects and programmes of the Organization not stipulated in the Statute shall be taken up by the President in consultation with the Executive Committee.

PART VI.
MISCELLANEOUS PROVISIONS

Article 19
Membership Fee Exemption

The cities attending the Inaugural General Assembly shall be exempted from paying membership fees until the second regular session of the General Assembly.

Article 20
Technology-assisted Attendance in Meetings

If a member city attends the General Assembly or Executive Committee meeting not in person but digitally through means such as video conference technologies, the city shall be regarded as present at the meeting and shall exercise the right to participate in the discussion and vote.

Article 21
Official Language

The official language of the Organization is English without restrictions on the use of other languages if translation service into English is provided.

Article 22
Entry into Force

This Statute shall come into force upon the approval from members of the Organization participating in the Inaugural General Assembly held on the 7th day of September, 2010 in Seoul.

SUPPLEMENTARY PROVISIONS

Article 1(Enforcement)

This Statute takes effect with approval by the General Assembly.

Article 2 (Membership Fees Application Criteria)

Membership fees for years 2012 to 2014 shall be calculated in accordance with the previous criteria. The revised criteria on annual membership fees in Paragraph 1 of Article 8 shall be effective in 2015.

Annex 1

| Annex 1: Membership Fee Criteria to take effect from 2015 (in USD) | | | | | | | | |
|-------------------------------------------------------------------------------------------------------|------------|--------------|--------------|------------------|------------------|------------------|------------------|-----------|
| Population (‘000) GDP per capita (USD) | 0 ~ 299 | 300 ~ 599 | 600 ~ 999 | 1,000 ~ 1,999 | 2,000 ~ 3,999 | 4,000 ~ 6,999 | 7,000 ~ 9,999 | 10,000 ~ |
| 0~999 | \$ 400 | | \$ 500 | | \$ 600 | | \$ 700 | |
| 1,000~1,999 | \$ 500 | | \$ 600 | | \$ 700 | | \$ 800 | |
| 2,000~3,999 | \$ 500 | \$ 750 | \$ 1,000 | \$ 1,250 | \$ 1,500 | \$ 1,750 | \$ 2,000 | \$ 2,250 |
| 4,000~5,999 | \$ 700 | \$ 1,000 | \$ 1,300 | \$ 1,600 | \$ 1,900 | \$ 2,200 | \$ 2,500 | \$ 3,000 |
| 6,000~7,999 | \$ 1,500 | \$ 2,000 | \$ 2,500 | \$ 3,000 | \$ 3,500 | \$ 4,000 | \$ 4,500 | \$ 5,000 |
| 8,000~9,999 | \$ 2,000 | \$ 2,500 | \$ 3,000 | \$ 3,500 | \$ 4,000 | \$ 4,500 | \$ 5,000 | \$ 5,500 |
| 10,000~14,999 | \$ 3,500 | \$ 4,000 | \$ 4,500 | \$ 5,000 | \$ 5,500 | \$ 6,000 | \$ 6,500 | \$ 7,000 |
| 15,000~19,999 | \$ 4,500 | \$ 5,000 | \$ 5,500 | \$ 6,000 | \$ 6,500 | \$ 7,000 | \$ 7,500 | \$ 8,000 |
| 20,000 ~ | \$ 6,000 | \$ 6,500 | \$ 7,000 | \$ 7,500 | \$ 8,000 | \$ 8,500 | \$ 8,500 | \$ 10,000 |

✓ Note¹: The latest International Financial Statistics published by the International Monetary Fund shall be applied in calculating the GDP per capita in the table above. The GDP per capita is based on purchasing power parity.

✓ Note²: The membership fee amount in any given year is determined based on the GDP of the year immediately preceding the previous year.

Annex 2

| Membership Fee Chart for Friendship Members (in USD) | | |
|-----------------------------------------------------------------------------------------|-------------------------------------------------------------|-------------------------------------------------------------------|
| GDP per capita | Fee for national/regional associations of local governments | Fees for national government agencies/other governmental entities |
| 0 ~ 9,999 | 1,000 | 1,000 |
| 10,000 ~ 19,999 | 3,000 | 3,000 |
| 20,000 ~ | 5,000 | 5,000 |

✓ Note¹: The latest International Financial Statistics published by the International Monetary Fund shall be applied in calculating the GDP per capita in the table above. The GDP per capita is based on purchasing power parity.

✓ Note²: The membership fee amount in any given year is determined based on the GDP of the year immediately preceding the previous year.