



## Constitution of China Petroleum and Chemical Industry Federation

### Chapter 1 General Provisions

**Article 1** The China Petroleum and Chemical Industry Federation is a national and industrial social organization voluntarily formed by enterprises, institutions and social organizations in the petroleum and chemical industry and related fields.

The association is referred to as the China Petroleum and Chemical Industry Federation, abbreviated as CPCIF.

The distribution of members and activities of the Association are nationwide.

**Article 2** The purpose of the Association is to adhere to the guidance of Marxism-Leninism, Mao Zedong Thought, Deng Xiaoping Theory, the important thought of "Three Represents", the scientific outlook on development, and Xi Jinping Thought on Socialism with Chinese Characteristics for a New Era Fully implement the party's line, principles and policies, adhere to the guidance of party building, guide the industry to unite and forge ahead, keep upright and innovative, sustainable development, and practice responsibility and care. Actively safeguard the legitimate rights and interests of the industry and enterprises, reflect the demands of the industry and enterprises, strengthen industry self-discipline, take the initiative and provide advanced services, promote international exchanges, and strive to provide high-quality professional services for the government, society, industry and members. The federation will be an advanced industry organization with reasonable structure, perfect functions, loyalty and responsibility, integrity and self-discipline, comprehensive business, professional proficiency, healthy and mature, gather the positive force of the whole industry, strive to build a modern industrial system, and provide strong support for the construction of a modern petroleum and chemical industry power.

The Association abides by the Constitution, laws, regulations and national policies, practices the core socialist values, promotes the spirit of patriotism, abides by social morality and customs, and consciously strengthens the construction of integrity and self-discipline.

**Article 3** The Association adheres to the overall leadership of the Communist Party of China, establishes the organization of the Communist Party of China in accordance with the provisions of the Constitution of the Communist Party of China, carries out the activities of the Party, and provides necessary conditions for the activities of the Party organization.

The registration and management authority of the Association is the Ministry of Civil Affairs, and the industry management department is the Ministry of Industry and Information Technology.

The work of the Party of the Association is under the unified leadership of the Central Social Work Department. The Association accepts the business guidance, supervision and management of the Ministry of Civil Affairs and the industry management department.

**Article 4** The person in charge of the Association includes the president, vice president and secretary-general.

**Article 5** The residence of the Association is located in Beijing.

The website: [www.cpcif.org.cn](http://www.cpcif.org.cn).

## Chapter 2 Scope of Business

**Article 6** The business scope of the association:

(1) Carry out investigation and research, put forward opinions and suggestions on industry development and legislation, participate in the research, formulation and implementation of relevant laws and regulations, industrial policies, and industry plans, reflect major issues in the development of the industry and the demands of members, put forward relevant policy suggestions, and safeguard legitimate rights and interests;

(2) Carry out industry statistics according to authorization, study the development trends of domestic and foreign industries, collect, analyze, and release industry information, and promote the construction of industry informatization;

(3) Promote the construction of the industry's scientific and technological innovation system, scientific and technological innovation activities and scientific and technological exchanges, organize the research and development of key common technologies and major technical equipment in the industry, and organize the evaluation of scientific and technological achievements in the industry, the promotion and application of scientific and technological achievements, technology transfer and intellectual property services with the approval of relevant government departments, and enhance the competitiveness of the industry;

(4) Organize and carry out industry metrology infrastructure, quality improvement, brand cultivation, environmental protection, safety production, etc., assist government departments in the formulation, publicity and implementation of national standards, industry standards, and industry metrology technical specifications, organize the formulation of the association's group standards, and be responsible for the qualification review and supervision of hazardous chemical production licenses and industry laboratories.

(5) Promote industry quality improvement, brand building and standardization, promote energy conservation, low-carbon and green development of the industry, and comprehensive utilization of resources industry services;

(6) Organize and carry out industry consulting, research, market forecasting and other services, organize and participate in the preliminary demonstration of the advanced,

economic, feasible, resource, environmental, and safety impacts of industry projects, as well as project planning consultation;

(7) In accordance with relevant regulations, manage newspapers, periodicals, websites and other industry media sponsored by the Association, publish and distribute publications and materials, establish an e-commerce information network, and hold trade fairs, exhibitions, expos, and seminars entrusted by the government or according to the needs of market and industry development;

(8) Help members explore international markets, carry out industry early warning and foreign trade consultations, participate in coordinating foreign trade disputes, organize and coordinate responses and appeals of anti-dumping, countervailing and safeguard measures, and maintain industrial security;

(9) Formulate industry rules and regulations, carry out industry self-discipline, promote responsibility care and enterprise credit evaluation, promote the construction of industry integrity and social responsibility, standardize member behavior, coordinate member relationships, and maintain a fair competition market environment;

(10) In accordance with relevant regulations, organize training for industry talents, technology, management, and regulations, participate in and carry out professional ability level evaluations, and organize and carry out industry vocational skills competitions;

(11) Participate in the bidding and bidding projects of government procurement;

(12) In accordance with relevant regulations, contact relevant international organizations and government agencies to carry out domestic and foreign economic and technological exchanges and cooperation, participate in international industry organization activities, and provide services for members' foreign exchange activities;

(13) Promote the construction of spiritual civilization in the industry, the construction of corporate culture, and the ideological and political governance of employees;

(14) Study the common problems of the development of industry associations and put forward relevant policy suggestions;

(15) Undertake work authorized by government departments, and accept the entrustment of members and society to provide relevant special services.

Matters that are subject to approval by laws, regulations, etc. in the scope of business shall be carried out after approval in accordance with the law.

### Chapter 3 Membership

**Article 7** The members of the Association are unit members.

**Article 8** Those who support the Constitution of the Association and meet the following conditions may voluntarily apply to join the Association:

(1) Support the Constitution of the Association;

(2) Voluntarily apply to join the Association;

(3) It has a certain influence in the petroleum and chemical industry and related fields.

The Association does not force or disguise citizens, legal persons or other organizations to join the Association.

**Article 9** The procedures for membership are:

- (1) Submit an application for membership;
- (2) Submit relevant supporting materials, including:

Unit profile, copy of business certificate or legal person registration certificate, member credit commitment letter, responsibility care commitment letter.

- (3) The secretariat authorized by the council to discuss and approve;

(4) The electronic membership card shall be issued by the Council of the Association or its authorized institutions and announced.

**Article 10** Members enjoy the following rights:

- (1) The right to vote, be elected, and vote;
- (2) The right to know, suggest and supervise the work of the Association;
- (3) Participate in the activities of the Association and obtain priority for the services of the Association;

(4) Put forward suggestions to solve problems related to the unit and industry in light of actual conditions, and put forward proposals to reflect the situation and opinions to the government;

- (5) Have the right to criticize or suggest the work of the Association and supervise it;
- (6) Freedom to withdraw from membership.

**Article 11** Members shall perform the following obligations:

- (1) Comply with the Constitution and regulations of the Association;
- (2) Implement the resolutions of the Association;
- (3) Pay dues in accordance with regulations;
- (4) Safeguarding the legitimate rights and interests of the Association;
- (5) Report the situation to the Council and provide relevant information;
- (6) Abide by the rules and agreements, and actively fulfill the commitment of responsibility and care;

(7) Actively participate in the activities of the Association and undertake the work assigned by the Association.

**Article 12** If a member violates laws, regulations and the Articles of Association, the following punishments shall be given by the vote of the board of directors or the standing council

- (1) Warnings;
- (2) Notify criticism;
- (3) Suspend the exercise of membership rights;
- (4) Expulsion.

**Article 13** Members must notify the Association in writing if they withdraw from membership.

**Article 14** If a member has any of the following circumstances, he or she shall lose his membership after being confirmed by the secretariat authorized by the council:

- (1) Failure to pay dues in accordance with regulations for 2 years;

- (2) Failing to participate in the activities of the Association as required for 2 years;
- (3) No longer meet the membership conditions;
- (4) Loss of civil capacity;
- (5) Damage to the legitimate rights and interests of the Association.

**Article 15** If a member is confirmed to have lost his membership due to withdrawal, expulsion, or the relevant circumstances in Article 14, his or her corresponding position, rights and obligations shall be terminated by himself.

**Article 16** The Association shall prepare a roster of members, directors and supervisors to record the situation of members, directors and supervisors. If there is a change in the status of members, directors, and supervisors, the roster of members, directors, and supervisors shall be amended in a timely manner and announced to the members. The Association is responsible for properly maintaining the relevant files of members, directors, and supervisors, as well as original records such as resolutions of the General Meeting, Board of Directors, Standing Council, and Board of Supervisors.

#### Chapter 4 Organizational structure

##### Section 1 General Meeting

**Article 17** The General Assembly is the authority of the Association, and its functions and powers are:

- (1) Formulate and amend the articles of association;
- (2) Decide on major matters such as the work objectives and development plans of the Association;
- (3) Formulate and revise the methods for selecting directors, executive directors, and responsible persons, and report them to the party building work organization for the record;
- (4) Elect and remove directors and supervisors;
- (5) Formulate and revise membership fee standards;
- (6) Reviewing the work report and financial report of the Council;
- (7) Decide on the establishment of honorary positions;
- (8) Review the work report of the board of supervisors;
- (9) Decide on name changes;
- (10) Decide on termination;
- (11) Decide on other major matters.

**Article 18** The general meeting shall be held once every five years.

The Association shall notify members of the topic of the meeting 15 days in advance when the general meeting is held.

The general meeting shall adopt the method of on-site meeting; Other general meetings can be held in person, by videoconference, or by combining on-site and videoconference.

**Article 19** At the suggestion of the board of directors or more than 60% of the members of the association, an extraordinary general meeting shall be held.

The extraordinary general meeting is presided over by the president. If the president does not preside over or cannot preside, the proposed council or more than 1/5 of the members shall elect a person in charge of the association to preside.

**Article 20** The general meeting must be attended by more than 2/3 of the members, and the resolutions must meet the following conditions before they can take effect

(1) Formulate and amend the articles of association, and decide on the change or termination of the name of the association, which must be approved by more than 2/3 of the members present;

(2) The number of votes for the election of directors shall not be less than 1/2 of the members present; The removal of directors must be voted on by more than 1/2 of the members present;

(3) The formulation or revision of membership fee standards shall be voted on by secret ballot of more than 1/2 of the members present;

(4) Other resolutions must be passed by more than 1/2 of the members present.

## **Section 2 Council**

**Article 21** The Council is the executive body of the General Assembly, which leads the work of the Association during the intersessional period of the General Assembly and is responsible to the General Assembly.

The maximum number of directors shall not exceed 500, and generally shall not exceed 1/3 of the members.

Directors cannot come from the same member unit and do not receive salary from the Association.

The directors of the Association shall meet the following conditions:

(1) The governing unit is representative among members and has a certain influence in the industry;

(2) The director should be the main person in charge of the governing unit and have a certain appeal in the unit and industry;

(3) Directors should have a sense of social responsibility and industry mission, love and support the work of the federation;

(4) The governing units and directors shall be honest and trustworthy, and operate in accordance with the law;

(5) Other conditions stipulated by the general meeting.

**Article 22** Election and removal of directors:

(1) The first directors shall be nominated by the initiator and the members at the time of the application, and shall be elected by the general meeting according to the procedures;

(2) The board of directors shall nominate the board of directors to establish a leading group (or special election committee) composed of director representatives, supervisor representatives, party organization representatives and member representatives three months before the general meeting, and be responsible for the general election work.

The leading group (or special election committee) shall formulate a change plan for the general election and report to the Central Social Work Department for review two months before the general meeting (the general meeting is held; When considering the nomination of a person in charge during the change of term or the adjustment of the mid-term, the opinions of the industry management department and other parties shall be fully listened to, and the Central Ministry of Social Work shall take the initiative to communicate with the Ministry of Social Affairs; The election of the person in charge can only be held after being reviewed and approved by the Central Social Work Department;

In accordance with the provisions of this Constitution, convene a general meeting to elect and remove directors;

(3) The council may add or remove some directors during the session, up to a maximum of 1/5 of the total number of principles.

**Article 23** Each governing unit can only elect one representative to perform the duties of the director. The unit shall notify the Council in writing and report it to the Council or the Standing Council for the record. If the unit is also an executive director, its representatives shall be adjusted together.

**Article 24** Rights of Directors:

(1) The right to vote, be elected and vote of the council;

(2) The right to know, advise and supervise the work, financial situation and major matters of the Association;

(3) Participate in the formulation of internal management systems and put forward opinions and suggestions;

(4) The right to propose to the president or the board of directors to convene an extraordinary meeting.

**Article 25** Directors shall abide by the provisions of laws, regulations and the Articles of Association, faithfully perform their duties, safeguard the interests of the Association, and perform the following obligations:

(1) Attend the meeting of the board of directors and implement the resolutions of the board of directors;

(2) Exercise rights within the scope of their duties without exceeding their authority;

(3) Exercise legally entrusted functions and powers with caution, conscientiousness, diligence, and independence;

(4) Accept the legitimate supervision and reasonable suggestions of the board of supervisors in the performance of their duties;

(5) Not using the authority of the directors to seek improper benefits;

(6) Not engaging in activities that harm the legitimate interests of the Association;

(7) Confidential information related to the Association obtained during the term of office shall not be disclosed, except as otherwise provided by laws and regulations.

**Article 26** The powers of the Council are:

- (1) Implement the resolutions of the General Assembly;
- (2) Elect and remove executive directors and responsible persons, and consider the change of legal representatives;
- (3) Decide on candidates for honorary positions;
- (4) Prepare for the convening of the general meeting and be responsible for the election of the general term;
- (5) Report to the General Assembly on its work and financial situation;
- (6) Decide on the absorption and removal of members;
- (7) Decide on the establishment, modification and termination of branches, representative offices, offices and other affiliated institutions;
- (8) Decide on the deputy secretary-general and the principal responsible persons of each affiliated agency;
- (9) Leading the work of all affiliated institutions of the Association;
- (10) Review the annual work report and work plan;
- (11) Review the annual financial budget and final accounts;
- (12) Formulate important management systems such as information disclosure measures, financial management systems, and management measures for branches and representative offices;
- (13) Decide on the assessment and salary management measures of the responsible persons and staff of the Association;
- (14) Review the changes in the funds of the activity;
- (15) Reviewing matters of change of domicile;
- (16) Decide on other major matters.

**Article 27** The Council shall be held for a period of 5 years. If the change of term needs to be advanced or postponed due to special circumstances, it must be approved by a vote of more than two-thirds of all members of the council. The maximum period of advance or postponement shall not exceed 1 year.

**Article 28** The council meeting must be attended by more than two-thirds of the directors, and its resolutions must be voted on by more than two-thirds of the directors present before they can take effect.

Directors who do not attend the council meeting three times per term will automatically lose their qualifications.

**Article 29** Executive directors shall be elected by the council by secret ballot.

The person in charge (if the Secretary-General adopts the appointment system, the Secretary-General is excluded) is elected by the Council by secret ballot from among the executive directors.

The removal of executive directors and responsible persons must be approved by a vote of more than two-thirds of the directors present.

**Article 30** The elected personnel shall be determined according to the number of votes received, but the number of elected votes shall not be less than 2/3 of the total number of

votes.

**Article 31** The Council shall hold at least one meeting a year, and in special circumstances, it may be held in the form of communication. Except for video conferences, other forms of communication shall not decide on the following matters:

- (1) Adjustment of the person in charge;
- (2) Decide on other major matters.

**Article 32** At the suggestion of the president or more than one-fifth of the directors, an extraordinary council meeting shall be convened.

If the president cannot preside over the meeting of the Provisional Council, the proposed convener shall nominate one person in charge of the Association to preside over the meeting.

### **Section 3 Standing Council**

**Article 33** The Association shall establish a standing council. The number of executive directors shall not exceed 1/3 of the number of directors. During the intersessional period of the Council, the Standing Council exercises the functions and powers of the 1st, 4th, 6th, 7th, 8th, 9th, 10th, 11th, 12th, 13th and 14th items of the Council and is responsible to the Council.

The term of office of the Standing Council is the same as that of the Council, and the term of office is changed at the same time as the Council.

The meeting of the Standing Council must be attended by more than 2/3 of the executive directors, and its resolutions must be voted and passed by more than 2/3 of the executive directors present before it can take effect.

If the executive director does not attend the meeting of the executive council four times per term, he or she will automatically lose his qualifications as an executive director.

**Article 34** The Standing Council shall hold a meeting at least once every six months, and in special circumstances, it may be held in the form of communication.

**Article 35** At the suggestion of the president or more than one-third of the executive directors, a meeting of the provisional standing council shall be convened.

If the president cannot preside over the meeting of the Provisional Standing Council, the proposed convener shall nominate one person in charge of the association to preside over the meeting.

### **Section 4 Responsible person**

**Article 36** The person in charge of the Association includes 1 president, 1-38 vice presidents, and 1 secretary-general.

The person in charge of the Association shall meet the following conditions:

(1) Adhere to the leadership of the Communist Party of China, support socialism with Chinese characteristics, resolutely implement the party's line, principles and policies, and have good political quality;

(2) Comply with laws and regulations, be diligent and conscientious, and have a good personal social credit record;

(3) Have corresponding professional knowledge, experience and ability, be familiar with the industry situation, and have a great influence in the business field of the Association;

(4) Be in good health and able to perform their duties normally, and the maximum age of serving as president and vice president is not more than 70 years old, and the maximum age of serving as secretary-general is not more than 60 years old. It is a full-time position.

(5) Have full capacity for civil conduct;

(6) Be able to faithfully and diligently perform their duties and safeguard the legitimate rights and interests of the Association and its members;

(7) Not being recognized as a dishonest person subject to enforcement;

(8) Other circumstances in which there are no laws, regulations, or relevant state regulations prohibiting the position.

The president and secretary-general shall not concurrently serve as the president or secretary-general of other social organizations, and the president and secretary-general shall not be concurrently held by the same person. The president and secretary-general shall not be incumbents from the same unit, except for those who have signed a labor contract with the Association. There shall be no close family relationship between the responsible persons, and they shall not be incumbents from the same member unit.

**Article 37** The term of office of the person in charge of the association is the same as that of the council, and the term of office shall not exceed 2 consecutive terms. If it is necessary to extend the term of office due to special circumstances, it must be voted on by the council, reported to the Central Social Work Department for review and approval, and reported to the registration management organ for the record.

The term of re-election of the appointed Secretary-General is not limited.

**Article 38** The president shall be the legal representative of the Association.

Due to special circumstances, the vice president or secretary-general may serve as the legal representative after being recommended by the president and approved by the board of directors, reported to the Central Social Work Department for review and approval, and approved by the registration management organ. The appointed secretary-general shall not serve as the legal representative of the Association.

The legal representative signs the relevant important documents on behalf of the Association.

The legal representative of the Association does not concurrently serve as the legal representative of other social organizations.

**Article 39** If the person in charge of the legal representative is removed or resigned, the Association shall report to the Central Social Work Department within 20 days after deciding on the new legal representative in accordance with the procedures, and apply to the registration management authority for change of registration.

If the original legal representative does not cooperate with the registration of the change of legal representative, the FSC may apply to the registration management authority

for the change of registration signed by the new legal representative according to the effective resolution of the board of directors agreeing to the change.

**Article 40** The president shall perform the following duties:

- (1) Convening and presiding over the council and the standing council;
- (2) Inspect the implementation of resolutions of the General Assembly, the Council and the Standing Council;
- (3) Report to the General Assembly, the Council and the Standing Council;
- (4) Formulate annual work reports and work plans, and submit them to the board of directors or the standing council for deliberation;
- (5) Formulate annual financial budgets and final accounts reports and submit them to the board of directors or standing council for deliberation.

The president and legal representative shall report to the board of directors every year.

If the president is unable to perform his duties, he or she shall appoint a vice president to perform his duties on his behalf or the board of directors or the standing council.

**Article 41** The vice president and secretary-general shall assist the president in carrying out his work.

The Secretary-General performs the following responsibilities:

- (1) Coordinate the work of various agencies;
- (2) Preside over the daily work of the office;
- (3) Organize and implement the annual work plan;
- (4) Nominate the deputy secretary-general and the principal responsible persons of the affiliated institutions, and submit them to the council or the standing council for decision;
- (5) Formulate internal management systems and report to the board of directors or the standing council for approval;
- (6) Handle other daily affairs.

**Article 42** The meeting of the general meeting, the council, the standing council, and the board of supervisors shall prepare meeting minutes. If a resolution is formed, a written resolution shall be made, and the resolution of the board of directors, the standing council, and the board of supervisors shall be confirmed by the members present at the meeting. Meeting minutes and resolutions shall be notified to members in an appropriate manner for members to inquire about, and shall be kept for at least 30 years.

the person in charge who intends to be dismissed shall report to the Central Social Work Department 20 days before the dismissal resolution is made; The newly appointed person in charge shall report to the Central Social Work Department within 20 days after the selection resolution is made. If there is a change in the person in charge, it shall be reported to the registration management authority for the record within 30 days after the change resolution is made.

Changes in directors, executive directors, and responsible persons shall be promptly notified to members, prepared for inquiries by members, and disclosed to the public.

## **Section 5 Board of Supervisors**

**Article 43** The Association shall establish a board of supervisors, and the term of office of the supervisors shall be the same as that of the directors, and they may be reappointed upon the expiration of the term. The Board of Supervisors consists of three supervisors. The Board of Supervisors shall have one chairman of the Board of Supervisors, who shall be elected by the Board of Supervisors. The maximum age for the chairman of the board of supervisors shall not exceed 70 years old and shall not exceed 2 consecutive terms.

The Association accepts and supports the supervision and guidance of appointed supervisors.

**Article 44** Election and removal of supervisors:

(1) Elected by the General Assembly;

(2) The removal of supervisors shall be in accordance with the procedures for their election.

**Article 45** The responsible persons, directors, executive directors and financial management personnel of the Association shall not concurrently serve as supervisors.

**Article 46** The board of supervisors shall exercise the following functions and powers:

(1) Attend meetings of the board of directors and the standing council as observers, and raise questions or suggestions on resolutions;

(2) Supervise the performance of directors, executive directors, and responsible persons in the performance of their duties in the Association, and propose the removal of personnel who seriously violate the Articles of Association or the resolutions of the General Assembly;

(3) Inspect the financial report of the Association, report to the General Assembly on the work of the Board of Supervisors and put forward proposals;

(4) Require responsible persons, directors, executive directors, and financial management personnel to promptly correct behaviors that harm the interests of the Association;

(5) Report to the Central Social Work Department, industry management departments, registration management organs, and tax and accounting departments the problems existing in the work of the Association;

(6) Decide on other matters that should be considered by the board of supervisors.

The Board of Supervisors shall hold at least one meeting every six months. The meeting of the board of supervisors must be attended by more than 2/3 of the supervisors, and its resolutions must be passed by more than 1/2 of the supervisors present to be valid.

**Article 47** Supervisors shall abide by relevant laws, regulations and the Articles of Association, and perform their duties faithfully and diligently.

**Article 48** The board of supervisors may investigate the activities of the association; If necessary, an accounting firm may be hired to assist in its work. The expenses necessary for the exercise of the functions and powers of the Board of Supervisors shall be borne by the Association.

## Section 6 Branches and Representative Offices

**Article 49** The Association may establish branches and representative offices in accordance with relevant state regulations within the scope of the purpose and business of the Association, in accordance with the principles of real work needs and suitable for the management capabilities of the Association. The branches of the Association are established according to the characteristics of the composition of members and the division of business scope, and the representative office carries out liaison, exchange and research activities on behalf of the Association in the specified area according to the authorization of the Association. The branches and representative offices of the Association are part of the Association, do not have legal personality, shall not formulate separate articles of association, shall not issue any form of registration certificate, and shall carry out activities within the scope authorized by the Association in accordance with the purpose and business scope stipulated in this constitution, and the legal responsibility shall be borne by the Association.

The Association will disclose the establishment, change, termination and other information of branches and representative offices to the public in a timely manner.

**Article 50** The Association shall not establish regional branches, and shall not establish branches or representative offices under branches or representative offices.

**Article 51** The name of the branch established by the Association in accordance with the law shall be: The words "branch", "professional committee", "working committee", "expert committee", "technical committee", etc., which accurately reflect their nature and business field, end; The name of the representative office shall end with the words "representative office", "office" and "liaison office". The names of branches and representative offices shall not be named by the name of legal entities except with the name of the Association; The use of words such as "China", "National", and "China" in the name is limited to the qualifier of the industry (business).

The names of offices established within the Association shall end with the words "department", "department", "office", etc., and shall not be named by the name of the legal person organization except with the name of the association, and shall be different from the name of the branch or representative office.

**Article 52** The maximum age for the head of a branch or representative office shall not exceed 70 years old and shall not be re-elected for more than two terms.

**Article 53** The finances of branches and representative offices shall be included in the unified management of the statutory accounts of the Association, and all income and expenditure shall be included in the unified financial accounting of the Association.

**Article 54** The Association shall report the relevant information of branches and representative offices to the registration management organs in its annual work report. At the same time, relevant information will be disclosed to the public in a timely manner, and social supervision will be consciously accepted.

## Section 7 Internal Management System and Conflict Resolution Mechanism

**Article 55** The Association shall establish various internal management systems and improve relevant management procedures. Establish relevant systems and documents such as the "Member Management Measures", "Member Representative Election Measures", "Membership Fee Management Measures", "Council Election Regulations", "General Assembly Election Regulations", "Information Disclosure Measures", "Financial Management System", "Asset Management System", "Internal Control System", "Branch and Representative Office Management Measures", "Internal Contradiction Resolution Measures" and other relevant systems and documents.

**Article 56** The Association shall establish and improve the internal management system of certificates, seals, files, documents, etc., and properly keep the above items and materials at the residence of the Association, and no unit or individual shall illegally encroach on them. When managers transfer work or leave their jobs, they shall complete the handover procedures with the receiver.

**Article 57** When the certificate or seal of the Association is lost, the loss statement shall be published in the publicly distributed newspapers and periodicals after a vote of more than 2/3 of the directors of the Council, and the application for re-issuance or engraving shall be made in accordance with the regulations. If it is illegally occupied by an individual, it should be returned through legal channels.

**Article 58** The Association shall establish a mechanism for democratic consultation and the resolution of internal conflicts. If internal conflicts cannot be resolved through negotiation, they can be resolved through mediation, litigation, and other means in accordance with the law.

#### Chapter 5 Principles of Asset Management and Use

**Article 59** Sources of income of the Association:

- (1) Membership fees;
- (2) Donations;
- (3) Government subsidies;
- (4) Income from activities and services provided within the approved scope of business;
- (5) Interest;
- (6) Other lawful income.

**Article 60** The Association collects membership fees in accordance with relevant national regulations.

The Association has been approved to carry out activities such as evaluation and commendation without charging any fees.

**Article 61** The income of the Association shall be used for the business scope stipulated in these Articles of Association, except for reasonable expenditures related to the Association.

**Article 62** The Association implements the "Accounting System for Non-profit Organizations" and establishes a strict financial management system to ensure that the

accounting information is legal, true, accurate and complete.

**Article 63** The Association shall be staffed with accounting personnel with professional capabilities. Accountants are not allowed to concurrently serve as cashiers. Accounting personnel shall conduct accounting and implement accounting supervision. When accounting personnel are transferred or leave their jobs, they shall complete the handover procedures with the receiver.

**Article 64** The asset management of the Association shall implement the asset and financial management system stipulated by the state, and shall be supervised by the General Assembly and relevant departments. If the source of assets is state appropriation or social donations or funding, it shall be supervised by the audit organ and the relevant information shall be announced to the public in an appropriate manner.

**Article 65** The allocation and disposal of major assets of the Association shall be deliberated by the General Assembly, the Board of Directors or the Standing Council.

**Article 66** If the resolution of the board of directors or the standing council violates laws, regulations or the provisions of this Articles of Association, causing losses to the Association, the directors and executive directors participating in the deliberation shall bear responsibility. However, if it is proved that the objection is recorded in the minutes of the meeting at the time of voting, the director or executive director may be exempted from responsibility.

**Article 67** The FSC shall conduct a financial audit before changing the term or the legal representative.

During the term of office of the legal representative, the legal representative shall bear relevant responsibilities for violations of the Regulations on the Registration and Administration of Social Organizations and the Articles of Association. If the legal representative's dereliction of duty results in illegal acts or property damage, the legal representative shall bear personal responsibility.

**Article 68** All assets and their appreciation of the Association shall be owned by the Association, and no unit or individual shall encroach, privately divide or misappropriate, or distribute among members.

#### Chapter VI: Information Disclosure and Credit Commitments

**Article 69** In accordance with relevant laws and policies, the Association shall fulfill its obligation to disclose information, establish an information disclosure system, and promptly disclose to members the list of responsible persons, annual work reports, reports issued by third-party organizations, membership fee income and expenditure, and other information deemed necessary by the Board of Directors. It can provide information on service matters and operation status.

**Article 70** The Association establishes a spokesperson system, and appoints or designates a person in charge as the spokesperson with the approval of the Council or the Standing Council, and proactively responds to social concerns by holding regular or irregular press conferences, briefings, and interviews on important activities, major events,

or hot issues of the Organization. The content of the press release shall be reviewed by the legal representative or principal responsible person of the Association to ensure the correct orientation of public opinion.

**Article 71** The Association shall establish an annual report system, and the contents of the annual report shall be disclosed to the public in a timely manner and subject to public supervision.

**Article 72:** The Association focuses on establishing a credit commitment system around service content, service methods, service recipients, and charging standards, and disclosing the content of credit commitments to the public.

#### Chapter 7 Procedures for Amending the Articles of Incorporation

**Article 73** The amendment of the Articles of Association shall be voted on by the Board of Directors and submitted to the General Assembly for deliberation.

**Article 74** The amended articles of association shall be approved by more than two-thirds of the members present at the general meeting, and shall be reported to the registration management authority for approval within 30 days, and shall be made public within 30 days after the approval of the registration management authority.

#### Chapter 8 Termination Procedures and Post-Termination Property Disposal

**Article 75** The motion for termination of the Association shall be proposed by the board of directors or the standing council and reported to the general meeting for voting and approval.

**Article 76** Before the termination of the Association, a liquidation organization shall be established in accordance with law to clear creditors' rights and debts and handle aftermath matters. During the liquidation period, no activities other than liquidation will be carried out.

**Article 77** The remaining property after the liquidation of the Association shall be used to develop undertakings related to the purpose of the Association or to social organizations with similar purposes under the supervision of the registration management organs and relevant departments and in accordance with relevant state regulations.

**Article 78** The Association shall be terminated after the registration management authority has completed the cancellation procedures.

#### Chapter 9 Supplementary Provisions

**Article 79** These Articles of Association were voted and approved by the Fifth General Meeting on May 30, 2024.

**Article 80** The right to interpret the Articles of Association belongs to the Council of the Association.

**Article 81** These Articles of Association shall take effect from the date of approval by the registration management authority.

Editor in charge: Shi Qiong

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Consultation hotline:  
010-84885602

Editorial Office:  
010-84885166

Fax: 010-  
84885391

Email:  
webmail@cpcif.org.cn

Address: China Chemical Industry Building, Building 16, District 4, Anhuili, Asian  
Games Village, Chaoyang District, Beijing

Zip code:  
100723

Organizer: China Petroleum and Chemical Industry Federation Business authorization: China Chemical Economic and Technology Development Center



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