

Protocol for the launch and organisation of European Conventions

I - **The choice of themes for the Conventions.** It is chosen at the end of the previous Conventions, in the presence of all the zones, by those responsible for the Conference that has just ended, i.e. its Scientific Commission, the secretary of the CIG and the head of the Organisation Commission, as well as the representatives in office at the end of the Convention.

II - **The appointment of the responsible bodies.** The first Convention was decided on the initiative of the three representatives, France, Spain and Italy 2016-2018. This principle can be maintained: it is under the responsibility of the representatives in office at the end of the preceding Convention in France, Italy and Spain and, starting from the second Convention, of the representative of the multilingual area.

The scientific commission: includes two colleagues from each zone. The representative and one other colleague. The latter is chosen by the representative, in agreement with the chairs of the zones or forums (one for France, two for Spain (F9 and FOE), three for Italy (FPL, *Praxis*-FCL, FLAI), six for the multilingual zone). Where the zone includes several forums or groupings of forums, it will be necessary to deal with permutation.

The organisation committee: it is made up inside the hosting zone. The two members of the scientific commission of the zone and the president of the organising forum decide on the person in charge, who will then make up the working group in agreement with the three colleagues who chose him.

III - **Agenda** The two commissions are to be set up and in operation two and a half months after the previous Convention, i.e. at the beginning of October of the same year. The announcement of the second Convention is then spread in the lists, with all the relevant information.