



REPUBLIC OF SAN MARINO

REGULATION NO. 5 of 4 April 2008

**We the Captains Regent
of the Most Serene Republic of San Marino**

*Having regard to Article 10, paragraphs 6 and 11 of Law no. 22 of 27 January 2006;
Having regard to Congress of State Decision no. 29 adopted during its sitting of 17 March 2008;
Having regard to Article 5, paragraph 5 of Constitutional Law no. 185/2005 and to Article 13 of
Qualified Law no. 186/2005;
Promulgate and order the publication of the following Regulation:*

REGULATION OF THE CONVENTION & VISITORS BUREAU OF THE REPUBLIC OF SAN MARINO AND OF THE FUNCTIONS OF THE EXECUTIVE DIRECTOR

Art. 1 *(Short Title)*

This Regulation shall be referred to as the "Regulation of the Convention & Visitors Bureau (CVB)".

Art. 2 *(Definition)*

Pursuant to and for the purposes of Articles 10 and 11 of Law no.22 of 27 January 2006, this Regulation of the Convention & Visitors Bureau of the Republic of San Marino and of the Executive Director shall be issued.

Art. 3 *(Timing and modalities for establishment)*

By 30 April 2008, the interested trade associations and individuals of the sector shall express their willingness to acquire shares in the public-private joint-stock company being established, called "Convention & Visitors Bureau della Repubblica di San Marino S.p.A."

Expressions of interest by persons meeting the objective and subjective conditions provided for by law shall be notified no later than 30 April 2008 to the Ministry of Tourism by registered letter with acknowledgement of receipt, using the special forms prepared for this purpose and available from the Ministry of Tourism, and shall contain an indication of the maximum number of shares that the person is willing to purchase.

Expressions of interest received after the deadline referred to above shall be considered null and void.

Subsequently, the Ministry of Tourism shall forward the requests received to the Evaluation Committee referred to in the following Article.

The Ministry of Tourism shall duly publish the contents of this Article.

Art. 4

(Evaluation Committee)

The Evaluation Committee shall be established. It shall be composed of:

- the Minister of Tourism or his representative, who serves as Chairman;
- the Minister of Trade or his representative;
- the Minister of Finance or his representative;
- the Director of the State Office for Tourism;
- a consultant expert in tourism matters, appropriately proposed by the Ministry of Tourism.

The Committee shall be convened by the Minister of Tourism by written notice or by fax at least three days before.

At its first meeting, the Chairman shall appoint a secretary taking the minutes, chosen from among the officials of the Ministry of Tourism.

The Committee shall have the task of examining all the expressions of interest received at the Ministry of Tourism and also of proceeding, at its sole discretion, to assign the options on the shares to those who meet the conditions required by law, taking into account the following parameters:

- a) nature and representativeness of the applicant;
- b) number of shares required by each person;
- c) total number of expressions of interest received.

The Evaluation Committee, taking into account the criteria described above, shall assign the shares to the interested parties. The allocation of shares, as determined by the Committee, shall be communicated to the Ministry of Tourism, who shall inform all parties that have expressed a willingness to acquire shares.

The Ministry of Tourism shall inform all those, who have expressed their willingness to acquire shares, about the place, the law firm and notary's office, the date and time at which the formal establishment of the public-private joint-stock company, called "Convention & Visitors Bureau della Repubblica di San Marino S.p.A." shall take place.

Art. 5

(Executive Director)

Pursuant to Article 11 of Law no. 22 of 27 January 2006, the Executive Director shall implement the decisions adopted by the Board of Directors, shall coordinate the activity of the staff and the keeping of deeds, books and accounting records and shall collaborate with the Board of Directors in identifying the operations to be implemented.

Art. 6

(Requirements and competences of the Executive Director)

The Executive Director of the Convention & Visitors Bureau shall primarily have:

- competence in technical and managerial leadership (internal relations) and in human resources management;
- a series of "relational skills (external relations)" to know how to build a network of relations and synergies to affirm and develop the San Marino tourist product and support it in national and international fora.
- the ability to deal constructively with other categories and associations in the area.

Essential requirements for admission shall be:

- adequate experience and documented professional competence in the organization of public or private entities and bodies in the tourism sector. To this end, a university degree and at least three years of professional experience with highly professional tourism qualifications, involving management activities in complex public or private organizations, shall be required. Language proficiency is crucial (fluent spoken and written English; good knowledge of German and French shall be taken into consideration for assessment). The candidate shall receive a higher rating for any refresher courses and for the attendance of seminars within the last five years;
- The remuneration and the relative amount inclusive of all salary items, in consideration of the temporary, exclusive, all-inclusive nature of the assignment and the level of autonomy and responsibility assumed shall be determined by the Board of Directors of the Convention & Visitors Bureau.

The President of the Convention & Visitors Bureau, in proposing the three experts from among whom the Board of Directors of the Convention & Visitors Bureau shall appoint the Executive Director, may avail himself of a technical commission specifically established to verify that the candidate's professional competence meets the requirements for the office to be taken on and to check his technical skills and management abilities, comparing them with the reference profile.

Art. 7

(Term of office, renewal and early termination)

The term of office of the Executive Director shall be three years, renewable, if necessary, by a decision to be adopted three months prior to expiration.

The Board of Directors of the Convention & Visitors Bureau may early terminate the office of the Executive Director by giving a notice at least ninety days before by registered mail.

If no notice is given, the Executive Director shall be due a compensation equal to the salary that would have been due to him for the period of notice.

Done at Our Residence, on 4 April 2008/1707 since the Foundation of the Republic

THE CAPTAINS REGENT
Rosa Zafferani –Federico Pedini Amati

THE MINISTER OF
INTERNAL AFFAIRS
Valeria Ciavatta