

**[ CITEM CIRCULAR NO. 3 S. 1991, October 03,  
1991 ]**

**INTERNATIONAL OPERATIONS GUIDELINES ON VIOLATIONS**

International Operations participants who commit any of the following offenses may be disciplined in accordance with the Table set after due investigation and deliberation by the Complaints Committee, if necessary:

**Legend**

1. Payment of appropriate fee
2. Written reprimand/warning
3. Suspension from participation in the I.O. Project (the duration of which shall depend on the gravity of the violation)
4. Ban from participation in all I.O. Projects as well as other CITEM projects.

<b>Violation</b>	<b>Occurrence and Penalty</b>		
	<b>1st</b>	<b>2nd</b>	<b>3rd</b>
1. Issuance of bouncing checks	1 & 3	1 & 4	
2. Non-payment of accounts (travel/freight/ hotel/shipment)	1 & 3	1 & 4	
3. No-show during the fair	3	4	
4. Fair Representatives a) Not sending a representative (as agreed before the fair/mission) e.g. man-vie for ANUGA	3	4	
b) Representative arriving late for leaving earlier as	2	3	4