

At the Assembly of the Club for Youth Empowerment 018 held on April 10<sup>th</sup>, 2016, in Niš, the following was adopted:

## **INTERNAL REGULATION OF OPERATION**

### **INTRODUCTORY PROVISIONS**

#### **Article 1.**

The full name of the organization is Club for Youth Empowerment 018. The abbreviated name is KOM 018. The abbreviation KOM 018 may be used in all documents.

#### **Article 2.**

All terms in the Regulation listed in the masculine gender refer to the same terms in the feminine gender and vice versa.

#### **Article 3.**

Official documents of KOM 018, except for the Statute of KOM 018, may be written in both Cyrillic and Latin scripts in accordance with the law.

### **MEANING OF TERMS**

#### **Article 4.**

When making decisions within the Bodies of KOM 018, the following majority types apply:

1. Simple majority - at least 50% of the present members of the body + 1 vote.
2. Absolute majority - at least 50% of the members of the body + 1 vote.
3. Two-thirds majority - 2/3 votes of the present members of the body.
4. Qualified majority - 2/3 votes of the members of the body.

### **KOM 018 ASSEMBLY**

#### **Article 5.**

The Assembly of KOM 018 is the highest governing body.

#### **Article 6.**

The composition and competences of the KOM 018 Assembly are defined within the Statute of KOM 018.

## **Convening and Chairing the Assembly**

### **Article 7.**

The Assembly meets regularly at least once a year. The convening of the KOM 018 Assembly is defined within the Statute of KOM 018.

## **Determining the Quorum**

### **Article 8.**

A quorum for the meeting exists when at least 50% + 1 are present at the meeting.

## **Decision-making**

### **Article 9.**

Decisions at the Assembly are made by a simple majority vote except for the following:

1. Decisions on amendments to the Statute (requiring a two-thirds majority vote).
2. Decisions on the adoption of amendments to the Statute (requiring a two-thirds majority vote).
3. Decisions on amendments to the Regulation (requiring a two-thirds majority vote).
4. Decisions on the exclusion of members (requiring a two-thirds majority vote).
5. Decisions on status changes (requiring a qualified majority vote).
6. Decisions on the termination of KOM 018 (requiring a qualified majority vote).

### **Article 10.**

Decisions at the Assembly are made by open voting.

## **Adoption of the Annual Work Plan of KOM 018**

### **Article 11.**

KOM 018 operates based on strategic priorities and the Annual Work Plan (hereinafter: AWP).

The Assembly adopts the strategic priorities of the AWP by a simple majority vote.

The draft AWP with a financial plan must be sent to Executive Board no later than 15 days before the start of the Assembly session.

## **EXECUTIVE BOARD OF KOM 018**

### **Article 12.**

The Executive Board of KOM 018 is responsible for the management of the organization in both strategic and operational aspects.

### **Composition and Roles of the Executive Board**

#### **Article 13.**

The Executive Board consists of 7 members, including the President of KOM 018 who serves as the legal representative of the organization.

Members of the Executive Board participate in the annual assembly.

### **Convening and Chairing the Executive Board Meetings**

#### **Article 14.**

The Executive Board meets once per week. The convening of the meetings is the responsibility of the President of KOM 018.

### **Decision-making**

#### **Article 15.**

Decisions at the Executive Board meetings are made by a simple majority vote.

### **Adoption of Operational Plans**

#### **Article 16.**

The Executive Board adopts operational plans for the implementation of the AWP by a simple majority vote.

## **WORKING BODIES OF KOM 018**

### **Article 17.**

As needed, KOM 018 Bodies may establish working bodies by adopting a Decision.

The decision on establishment defines the duration, mandate, and jurisdiction of the working body, which does not have a mandate for independent decision-making but for implementing decisions that can only be made by competent bodies.

#### **Article 18.**

If a representative of a body is in the working body, their obligation is to inform the body they represent about the work of the body, and if there is no representative of a body in the working body, the obligation of the body that formed the working body is to inform other bodies in a timely manner.

#### **Trainer Base**

#### **Article 19.**

The Trainer Base is a group of selected experts who work on the preparation, implementation, and reporting of educational and developmental activities of the Club for Youth Empowerment 018 at the local, national, and international levels. The purpose of the Trainer Base is to enable and ensure the quality development of KOM 018 and to contribute to the achievement of KOM 018 goals by providing and developing professional educational and developmental support.

#### **Article 20.**

The Trainer Base consists of trainers who share, promote values, and participate in the implementation of KOM 018 programs.

The Trainer Base is a resource that provides support to KOM 018 through education, information, consulting, supervision, lectures, mentoring, and other forms of knowledge transfer, using various methodologies, with the aim of contributing to the sustainability, development, and improvement of the network and member organizations of KOM 018.

The selection of members of the Trainer Base is carried out by a commission appointed by the Executive Board of KOM 018.

The mandate of a trainer in the Trainer Base is 2 years from the date of election with the possibility of re-election.

#### **Article 21.**

Activities carried out by the Trainer Base can be on a voluntary basis or may be profit-oriented.

#### **Article 22.**

The Trainer Base is coordinated by the program coordinator of KOM 018.

#### **FINAL PROVISIONS**

#### **Article 23.**

This Regulation shall enter into force on the day of its adoption.

In Nis, April 10<sup>th</sup>, 2016

S. Tostic

