



Klub za osnaživanje mladih 018 (KOM 018)
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President of the Club for Youth Empowerment 018, Sanja Tomic, adopted, on February 9th of 2023, the following:

REGULATION ON COOPERATION WITH INSTITUTIONS

Article 1

This document regulates the scope, organization, operation, and management of cooperation of Club for Youth Empowerment 018 (hereinafter: KOM 018) with relevant institutions.

Article 2

The scope of activities within the cooperation covers non-profit professional-artistic, educational, sport and other activities of KOM 018, KOM 018's participation in national and international advocacy, document writing, and research.

Article 3

In the organization of work and coordination of cooperation with institutions, the coordinator of cooperation within the office and with institutions or another coordinator and, according to the work assignment, other associates participate, and the coordinator of cooperation within the office and with institutions or another coordinator appointed by the president is in charge.

Article 4

Cooperation coordinator within the office and with institutions, within its competencies:

- Establishes and maintains cooperation with institutions (at the level: local, regional, national and international);
- Establishes and maintains cooperation with state institutions and public enterprises, organizations, donors, and other relevant actors in youth policy;
- Establishes and maintains cooperation with universities and the Directors' Board of high schools at four levels (local, regional, national and international);
- Enhances sectoral and cross-sectoral cooperation in the field of youth policy;
- Establishes partnerships within its sector/position;
- Coordinates office work;
- Holds team meetings;
- Attends coordination meetings;

- Writes monthly and annual reports to institutions, coordinates report writing.

In the absence of the cooperation coordinator within the office and with institutions, the president of the organization appoints person to replaces them.

Article 5

Cooperation between KOM 018 and institutions also takes place within projects or tasks led by Project/Task Managers.

Project/Task Managers can only be individuals authorized to prepare the relevant technical documentation.

Project/Task Managers are responsible for carrying out their projects/tasks in accordance with applicable regulations and standards.

Project/Task Managers receive verbal instructions indicating their engagement in the project or task.

Within their competencies, Project/Task Managers:

- Appoint a project team upon the proposal of the Responsible Designer;
- Ensure the consistency of phases and dynamics of project/task implementation;
- Submit reports to their superiors.

Article 6

The final results of work on the project/task, verified by the Coordinator, are submitted in one copy, in digital or analog form, to the KOM 018 Archive.

At the proposal of the Project/Task Manager and in agreement with the Coordinator, an attachment for the presentation of cooperation between KOM 018 and institutions is formed, outlining the resources generated by work on projects/tasks.

Article 7

Tasks and assignments may also be performed by associates without associate titles (hereinafter referred to as Associates).

The decision on the engagement of Associates is made by the President upon the proposal of the Coordinator, in accordance with the general acts of KOM 018.

An Associate earns income from the funds of the project/task for which they are engaged.

Article 8

The cooperation reports between KOM 018 and institutions are created on an annual basis.

In Nis, February 9th of 2023

S. Tošić



A blue circular stamp with the text "KOM 018" in the center. The outer ring contains the text "KARLOVAČKA OSNAJIBANJE MLADIK 018" at the top and "NIŠ" at the bottom. A handwritten signature "S. Tošić" is written in blue ink over the stamp.