



EXECUTIVE BOARD REGULATION

Draft

Article 1

Election

1.1

The Board is elected by the General Assembly according to the procedures set out in the articles of association.

Article 2

Composition and eligibility

2.1

The Executive Board is composed by 22 member organizations, 11 for each country. Each organization appoints a representative in the Board for the mandate period (two years).

2.2

In order to be eligible a member organization must have complied with the payment of the membership fees.

Article 3

Responsibilities of the Executive Board

It is within the competence of the Executive Board to:

3.1 Formulate and adopt internal regulations of the Network;

3.2 Formulate and propose the budget of the Network;

3.3 Appoint a Chairperson and a Vice Chairperson among its members who shall not be of the same nationality and shall be chosen on a rotating basis among the Swedish and the Italian members of the Executive Board.

3.4. Indicate the priority areas for the Network;

3.5. Decide upon the location of the Network Secretariat;

3.6 Prepare annually a report on the activities carried out in the framework of the Network.

3.7 Appoint the staff of the Secretariat upon proposal of the Chairperson.

3.8 The Executive Board implements the strategic guidelines approved by the General Assembly.



Article 4

The Chairperson of the Executive Board

4.1

The Chairperson is the legal representative of the Network.

4.2

The Chairperson summons and chairs the Executive Board and the General Assembly.

4.3

The Chairperson proposes the appointment of the staff of the Secretariat to the Executive Board. The Chairperson oversees the activities of the Secretariat.

Article 5

The Presidium

5.1

The Presidium consists of the Chairperson and the Vice-Chairperson of the Executive Board.

5.2

The Presidium may decide about urgent matters between the sessions of the Executive Board meetings. The Presidium shall inform the Executive Board of the decisions taken at the following Executive Board meeting.

Article 6

Executive Board meetings, (agenda, teleconferencing, attendance, minutes) and decisions.

6.1

The Executive Board shall hold at least two meetings per year and whenever one or more of its members have requested a meeting. The meetings shall generally be held at the offices of the member organizations, but may also take place elsewhere. Additional meetings may be held by telephone or by videoconferencing provided that all participants can hear each other simultaneously.

6.2

The Chairperson shall chair the meeting. In her/his absence her/his deputy will chair. If both are absent, the participants in the meeting shall appoint one of the Executive Board members as Chairperson of the meeting.

6.3

The meeting shall be convened in due time by the Chairperson.

6.4

The Chairperson shall determine the agenda of each meeting. Other Executive Board members may submit to the Chairperson of the Executive Board items to be discussed in the meeting. An item to be discussed which has not been notified on time or is not supported by sufficient documentation shall not be placed on the agenda.



6.5

Executive Board members must attend the meetings of the Executive Board. Should a Board member not attend three consecutive meetings during the mandate, the organization she/he represents in the Board will be substituted.

Each organization represented in the Board shall appoint a substitute of the representative at the beginning of the mandate which shall participate in the meetings in case of justified absence of the Board Member.

6.6

The Executive Board may take decisions only if at least the majority of the members are present.

6.7

Decisions may be passed outside a meeting if all Executive Board members have given their written vote to the proposal.

6.8

Where possible, decisions shall be passed by unanimous vote. If this is not possible, the decision shall be taken by a majority of votes. If there is a tie vote, the Chairperson of the Executive Board has a casting vote.

6.9

The minutes of an Executive Board meeting shall be adopted in the next meeting. Adopted minutes shall be evidence of the proceedings. A copy of the minutes will be sent to Board members in due time before the following meeting.

6.10

The Board has the faculty to identify Permanent Invitees who will be invited to attend the sessions of the Board.