



emmaus
EUROPE

ACTIVISTS FOR CHANGE

INTERNAL REGULATIONS

These internal regulations apply to Emmaus Europe, a registered organisation in France, governed by the 1 July 1901 law in addition to its statutes amended by the Extraordinary General Assembly of 2011 and the 2019 assembly.

1. MEMBER ORGANISATIONS

Definition

Regulation 1: Membership conditions and procedures are those determined by Emmaus International in its Statutes and Internal Regulations and in the Regional Organisation contract signed by Emmaus International and Emmaus Europe.

Regulation 2: Each National Organisation, where such an organisation exists, shall ensure that each of its member organisations includes the following wording in its statutes in the article on its aims and objectives: “The organisation is a member of Emmaus International and operates within the framework of Emmaus International’s policy directions and requirements, as defined by the Emmaus International statutes, the Universal Manifesto and other Emmaus International key documents, and by the decisions taken by its General Assemblies.”

Obligations

Regulation 3: Each member organisation informs their national organisation, where such an organisation exists, of any amendments to its statutes and any changes to the makeup of its board, by submitting a certified copy of the relevant official documents. Likewise, each member organisation sends a copy to Emmaus Europe and Emmaus International.

2. REGIONAL ASSEMBLY

Voting rights

Regulation 4: Any requests for exemption on the grounds of a failure to pay membership dues must be substantiated by the following documents submitted six months before the last RCEE that precedes the RAEE:

- Annual financial statements for each year for which membership dues are owed.
- Explanation of the circumstances surrounding the non-payment of dues.

Each member organisation votes via its president or any other person who is a member of the organisation and has been given written authorization to this end by the president.

Notification to attend

Regulation 5: Notification to attend and the agenda are sent to each member organisation at least three months before the Regional Assembly start date. The other documents submitted to the Regional Assembly, specifically the president's report, financial statements from the previous financial year and activity reports, are sent to each member organisation at least 30 days before the Regional Assembly start date. These documents must be sent by post, email or made available online.

Voting method

Regulation 6: For all Ordinary and Extraordinary Regional Assembly votes, the majority in accordance with articles 24 and 26 of Emmaus Europe is the absolute majority of the member organisations in attendance or duly represented at the meeting for Ordinary Assemblies and in the 2/3 majority of the member organisations in attendance or duly represented at the meeting for Extraordinary Assemblies. This means that blank or spoiled ballot papers and abstentions will be regarded as "no" votes. Non-voters must also be included when calculating the majority.

Exclusive remit of the ordinary regional assembly

Regulation 7: The election of CEI is held by secret ballot.

Generally, secret ballots are used for all votes concerning people rather than issues.

3. REGIONAL COUNCIL

Members

Regulation 8:

Standing for election as a CEI: candidates must explain their reasons for standing for election and their aims and objectives by means of a cover letter, accompanied by a CV, and a document in which their home group confirms its support for their candidacy.

Regulation 9:

National delegates: Each nation with at least one group affiliated to Emmaus International must appoint a national delegate. The national delegate is elected with the agreement of the majority of the groups in the country in question. When there is just one affiliated group, the National Delegate is elected by the group. The National Delegate is a member of the Regional Council of Emmaus Europe (RCEE) and holds one vote. The role can be combined with that of CEI. In this scenario, anyone holding both roles has two votes on the Regional Council.

If there is a national organisation (in countries in which there are more than three EI-affiliated groups), the national delegate should be elected by their national organisation and must be in regular contact with it in order to coordinate representation at the European level.

For the record: Article 29 of Emmaus Europe's statutes states that the term of office for national delegates is four years, and national delegates can be re-elected once.

Period of office

Regulation 10: All terms of office run from one Emmaus International General Assembly to the next.

Duties of the members of the Regional Council

Regulation 11: Addition to article 31 of the statutes - National delegates are tasked with raising the awareness of their country's groups about the regional dimension of the Emmaus Movement and with reminding them that their membership of the Movement and Region involves obligations: taking part in the region's life and activities and paying their annual membership dues to Emmaus International and Emmaus Europe.

Proxy votes

Regulation 12: A member of the RCEE can give another member a proxy vote to represent him/her and to vote on his/her behalf if the member is unable to attend all or some of the RCEE.

A member can receive a maximum of one proxy vote. This vote must be handed over to the Regional Council secretary, at the latest when the meeting starts.

Financial remit and responsibility

Regulation 13: The President takes decisions on expenditure and makes payments within the framework of the budget adopted by the Regional Council. The president may delegate this power to the organisation's treasurer and chief executive in line with the expenditure thresholds set by the regional executive.

Voting method and meeting minutes

Regulation 14: Draft Regional Council minutes are sent by email to its members so that they can be adopted at the next RC meeting.

4. REGIONAL EXECUTIVE

Meetings, decisions and meeting minutes

Regulation 15: Regional Executive meeting minutes are sent to the members of the Regional Council **and the** member organisations, by any appropriate means: post, email, other.

Co-opted members

Regulation 16: The term of office of co-opted members ends at the next Regional Assembly and is renewable once.

5. PRESIDENCY

Standing for election as president

Regulation 17: The candidacy cover letter must be accompanied by a CV and work programme, and a document in which the candidate's national organisation states that they have no reservations about the candidate's honesty and integrity.