

The STATUTES of EUROPEA

Revised Version

**Approved and adopted
by the General Assembly of EUROPEA**

7 October 2015, Luxembourg

Section I: NAME, REGISTERED OFFICE AND AIMS

Art. 1: Name, type of association, legal basis

The name of the association is EUROPEA. It is an international non-profit association (Association Internationale Sans But Lucratif). It is governed by Title III of the Law of 27/06/1921 on non-profit associations, international non-profit associations, and foundations.

Art. 2: Registered office

The registered office is in Belgium. Its legal address is Centre Technique Horticole, Chemin de Sibérie 4, 5030 Gembloux (Belgium). It may be changed to another location in Belgium by decision of the General Assembly.

Art. 3: Aims

The aims of EUROPEA are to:

- stimulate training and exchange of agricultural and land-based students, teachers and staff members
- promote partnership between the professional world and agricultural and land-based education and advisory centres
- provide a platform for exchange of project products and of knowledge
- encourage student competitions
- facilitate intercultural exchanges
- promote continuous education
- support the development of thematic cooperation between members
- study and disseminate results and knowledge regarding changes in the agricultural and land-based world
- be involved in global cooperation in the agricultural and land-based training sector

The association is allowed to take any action relating directly or indirectly to its aims.

Section II: MEMBERSHIP

Article 4: Members, membership, withdrawal, expulsion

EUROPEA is comprised of national associations, one per country.

In order to become a member the association must adhere to the following conditions:

- agree to follow the aims of EUROPEA
- have a national legal basis and scope
- present agricultural and land-based vocational education and training (VET) institutions and be open to national members in this sector
- be based in one of the following countries: EU-members, EFTA-members, candidate countries to the EU

In case there is only one agricultural and land-based VET institution in the country, be it private or public, such an institution may become a member of EUROPEA.

A member may withdraw from EUROPEA by giving a notice of withdrawal by means of a registered letter to the Executive Committee.

A member who does not comply to the statutes of EUROPEA may be expelled by the General Assembly with a 2/3 majority of the members present or represented.

A member is presumed resigned if

- it does not pay the annual fee for two consecutive years or
- it does not attend the General Assembly three consecutive times

Presumed resigned members have no rights to the association's fund and are not entitled to membership fee reimbursement.

Article 5: Membership fee

The members pay an annual membership fee fixed and revised annually by the General Assembly. The fee must be paid before the 1st of March.

Section III: THE GOVERNING BODY

Article 6: The General Assembly (hereafter referred to as "GA")

The General Assembly is the highest authority of EUROPEA in which each member has one vote. Each member is represented at the GA by the official spokesperson of the national EUROPEA member.

The GA elects the members of the executive (President, Vice-President and Executive Committee) and decides solely on:

- approval of budgets and accounts
- changes and amendments to the statutes
- membership fee
- admission and exclusion of members
- transfer of the location of the association
- adoption of internal regulations
- dissolution of the association

The GA may delegate specific tasks to the Executive Committee, the National Coordinators, or a designated individual or individuals who can be paid for their services.

Article 7: Calling the General Assembly, extraordinary General Assembly

The GA meets at least once a year and is chaired by the association's President.

The GA is convened in writing at least 30 days prior to the meeting by the Executive Committee. The call must contain the agenda. Proposals and appendices must be made in writing at least 14 days before the meeting.

An extraordinary GA is called by the Executive Committee on its own initiative or if at least 5 members request it.

Article 8: Decision-making

Each member has one vote at the GA. Only members who have paid the fee are allowed to vote. Each member has the possibility to be represented by another member by international proxy or by a substitute from the same country with a national proxy. Declarations of proxies must be handed-in before the beginning of the GA.

The GA is entitled to make decisions if 2/3 of the members are present either in person or by proxy.

Decisions are made with a simple majority unless otherwise stated in these statutes. In case of parity in the votes, the President has the casting vote.

Article 9: Publication of resolutions

Decisions made are recorded in the minutes of the GA and distributed to the members through EUROPEA electronic platforms.

SECTION IV: THE EXECUTIVE BODY

Article 10: Presidency

EUROPEA is administered by a body constituted by:

- a President
- a Vice-President
- an Executive Committee

The President and the Vice-President are appointed by the General Assembly for a 6-month term. The Presidency is accountable to the GA, which may adopt internal regulations for the Presidency defining its powers, organization of work, and operating procedures.

The tasks of the Presidency are:

- to chair the General Assembly
- to organize one EUROPEA seminar biannually during which a GA may be embedded

The powers of the Presidency include:

- attending the meetings of the Executive Committee
- presenting the Presidency's own motions to the General Assembly

Article 11: Executive Committee (hereafter referred to as "EC")

The Executive Committee is responsible for managing the daily operations of EUROPEA and is accountable to the General Assembly. The General Assembly may adopt internal regulations for the EC defining its powers, organisation of work, and operating procedures.

The EC consists of:

- A Secretary General
- A Vice-secretary
- A Treasurer
- A Vice-treasurer

The EC is elected among the members by the General Assembly for a 3-year term. The EC must be composed of individuals from 4 different countries. An individual can only be elected for a specific function for two terms. The EC can be dismissed by the General Assembly.

Meetings of the EC shall be held when required with a minimum of 2 times a year. Resolutions of the EC shall be passed by a simple majority, provided that at least half of the EC, including the Secretary or the Vice-secretary, are present. In the case of a tie, the Secretary or, in the absence of Secretary, the Vice-secretary shall have the decisive vote.

The powers of the EC include:

- preparing annual work plans and submitting them for approval by the GA
- representing EUROPEA in external contacts and acting on its behalf
- managing daily the activities of EUROPEA in accordance with the statutes and the resolutions adopted by the GA
- calling ordinary and extraordinary General Assemblies and proposing their agendas
- presenting to the GA its own motions and motions submitted to the EC by the Presidency or the membership
- preparing budget proposals and accounts and managing the financial policies of EUROPEA
- submitting reports to the GA on the EC performance during its term
- maintaining EUROPEA's communication platforms (website, intranet, and social media profiles)
- initiating statutory actions and measures

Article 12: Authorization to sign on behalf of EUROPEA

Documents issued in the name of EUROPEA must be signed by the Secretary General. If the Secretary is incapacitated, any member of the Executive Committee or one of the presidents can sign on behalf of EUROPEA.

Article 13: Legal action

In case of legal actions, be it as plaintiff or defendant, the Executive Committee will be in charge until the GA designates a person to represent EUROPEA.

SECTION V – THE NATIONAL COORDINATORS**Article 14: Role and responsibility of the National Coordinators**

Each member is allowed to appoint one National Coordinator to serve as a communicating body between the Executive Body and the national EUROPEA members.

The National Coordinators can decide on any issues, which are not explicitly restricted to the GA. The National Coordinators may set up working groups.

The National Coordinators (or appointed proxies as substitutes) meet at least once a year. Each meeting is announced by the President or by the Executive Committee if 1/3 of the National Coordinators request it. The representative of the presidency country acts as the chairperson. The meeting is called with an agenda at least 30 days prior to the appointed date. At least 50 % of the National Coordinators must be present or represented to make valid decisions. Decisions of the National Coordinators are taken by a simple majority. In case of parity the motion is dismissed.

Decisions made are recorded in the minutes of the meeting and distributed to the members through EUROPEA electronic platforms.

SECTION VI: BUDGET AND ACCOUNTS**Article 15: Financial year**

The Association's financial year extends from 1st of January till 31st of December each year.

The Executive Committee submits the accounts of the year and the budget for the following year to the GA. They must be distributed to the membership 2 weeks prior to the GA.

Article 16: Auditors

The accounts are controlled by at least 1 auditor elected by the GA for 1 year at a time.

SECTION VII: AMENDMENTS TO THE STATUTES, DISSOLUTION

Article 17: Amendments and dissolution

Any proposal for amendment to the statutes or the dissolution of the association must come from the GA or from 2/3 of the members.

The Executive Committee announces the date of the GA at least 30 days before the meeting.

The GA can decide only if at least 2/3 of the members are present or represented at the meeting. Decisions are made with a 2/3 majority.

If the quorum of 2/3 is not reached at a first meeting, a second GA has to be called under the same provisions as above. This second GA can finally decide by a simple majority regardless of the number of members present or represented.

Amendments to the statutes become effective, when they have been notified and approved by the relevant authority in Belgium.

The procedure of dissolution is decided by the GA. In case of voluntary or judicial dissolution, EUROPEA's net assets shall be allocated to any association or associations that succeed EUROPEA or one or more associations pursuing similar aims or as appointed by the General Assembly.