

## Interior Regulations

*adopted by the Council of Administration of Belgrade, 30th of June 2012 ★*

### Article 1 – The Council of Administration

- (1) The council of administration chooses the board from among its members.
- (2) The council of administration is chosen by the general assembly. While this is not the case, it consists of the representatives designated by the member associations of MEDEL.

### Article 2 – The board

- (1) The board is a collegial body that takes decisions by unanimity. Where this is not the case, decisions are taken by the majority of the Council of Administration.
- (2) The members of the board represent the interests of MEDEL.
- (3) The board consists of a president, a vice-president, a general secretary and a treasurer.
- (4) The board is elected for one year. Each organization that is a member of the council of administration may request a new election after the elapse of this time. Where this is not the case, the term of office of the board is prolonged by silent procedure for another year.
- (5) In case of a vacancy of a post, an election shall take place during the next session of the council of administration to fill the vacancy. If the post of the president is vacant, the vice-president replaces him until the next session of the council of administration.
- (6) After two years of mandate, the board is renewed through elections.
- (7) Nobody may serve as a member of the board more than three terms in a row. This provision will be applicable to members of the board that will be elected as from the next council which holds elections.

### Article 3 – Elections

- (1) For elections to the board, each country has four votes. If a country is represented by several associations, these decide on the way the votes are divided. Only such associations that are up to date with their financial contributions are allowed to cast their vote.
- (2) The council decides before the elections how many members to elect, but limited to seven.
- (3) The ballot is cast by secret votes exclusively.

- (4) In case on the day before the votes at latest one or more lists declare to stand for election, the election is done by lists. A list has to consist of a maximum of seven names and of the same number of candidates of different nationality.
- (5) The seats are distributed according to the method of the largest remainder. The leading candidate of the list that has received the highest number of votes becomes the president of the board.
- (6) In the absence of lists, the elections are done for each member of the board in two rounds by personal votes. The council of administration designates successively the president, the general secretary, the treasurer, the vice-president and the other members of the board. In the first round, the candidate is elected that has obtained the absolute majority of votes. If this has not been the case, a second round is performed. In the second round, the candidate is elected, that has obtained the highest number of votes.

#### **Article 4 – Membership fees**

- (1) The council of administration decides in unanimity all alterations of the membership fees. These shall take into account the number of members of the associations and their financial power.
- (2) The cost of travel and accommodation for participants of the council of administration are borne by the respective member organization. Exceptionally, upon request of the association, the council of administration may decide that these costs are covered by MEDEL. The decision needs to be noted in the minutes.
- (3) The cost of travel and accommodation for missions on behalf and for external representation of MEDEL are borne by the association. If they are covered by another organization, the council of administration is informed about this.
- (4) Each year, the board presents the financial balance sheet of the past year to be approved by the council of administration.

#### **Article 5 – Accession procedure**

- (1) A request for accession needs to contain a presentation of motives and the articles of incorporation of the association. It is to be addressed to the president of MEDEL.
- (2) A request for accession is to be put on the agenda of the nearest council of administration.
- (3) The representative of the association is invited to take part in the session of the council of administration.
- (4) The council of administration may decide by a majority of 2/3 of the members present or represented that the request for accession is inadmissible.
- (5) Else, the council of administration establishes an ad hoc commission with the task to deliver a motivated opinion on the request for accession for the subsequent session of the council of administration.
- (6) The council of administration decides on the request of accession by a majority of 2/3 of the members present or represented. The council of administration also may issue a motivated decision to postpone the issue. In this case it announces the time frame after which the request will be reexamined.