

# **Statutes of the "Young Initiative on Foreign Affairs and International Relations (IFAIR)"**

## **§1 Name and registered office**

- 1) The association bears the name "Young Initiative on Foreign Affairs and International Relations". The official abbreviation is "IFAIR".
- 2) The registered office and place of jurisdiction of the association is Berlin. The local court of Berlin-Charlottenburg has jurisdiction.
- 3) It is entered in the register of associations and bears the suffix "e.V.". The register number is VR30447.
- 4) The financial year is the year of office.

## **§2 Purpose, non-profit status**

- 1) The purpose of the association is to promote science, research and exchange in the divisions of international relations, foreign policy, international law and related fields. Furthermore, the purpose of the association is to promote an international mindset, tolerance in all areas of culture and the idea of international understanding.
- 2) The association pursues exclusively and directly charitable purposes within the meaning of §§ 51 ff. of the section "Tax-privileged purposes" of the German Tax Code (AO) in the respective valid version. The association is selflessly active; it does not pursue its own economic purposes.
- 3) The association's funds may only be used for the purposes set out in the articles of association. Members do not receive any benefits from the association's funds in their capacity as members. They have no claims to the association's assets when they leave.
- 4) The association shall be managed in accordance with democratic principles.

## **§3 Membership**

- 1) The association consists of ordinary members and appointed honorary members.
- 2) All persons who wish to promote the purposes of the association and recognize its statutes and regulations may apply for membership. Any natural person and any legal entity under private or public law may become a member of the association. Admission of young people under the age of 18 requires the consent of their parents. The application must be submitted to the Board of Directors using the appropriate form.
- 3) The Board of Directors decides on the application. This decision can be appealed to the General Meeting, which makes the final decision. There is no entitlement to membership.
- 4) Membership ends through death, resignation or exclusion. Resignation from the association is only permitted at the end of a calendar half-year. It must be declared in writing to the Executive Board at least one month in advance. Membership fees paid beyond the period of membership shall be repaid on a pro rata basis.
- 5) Anyone who fails to fulfill their duties to the association or who grossly violates the interests, reputation or statutes of the association may be removed from the association by the Executive Board by a majority of its elected members.

be excluded. Prior to expulsion, the Executive Board shall give the member the opportunity to make a statement to the Executive Board regarding the allegations made, in writing or electronically, setting a deadline of two weeks. An appeal against its decision may be made to the General Meeting, which shall make the final decision.

- 6) Persons who have rendered outstanding services to the association may be appointed honorary members by the general meeting with  $\frac{2}{3}$  of the members present.

#### **§4 Rights and duties of members**

- 1) All members are entitled to participate in the General Meeting, to submit motions and to vote. Voting by proxy is not permitted.
- 2) All natural members have the right to stand for election. The right to stand as a candidate can also be exercised in absentia, subject to a written declaration of consent.
- 3) Members are still entitled to attend the Association's events under the conditions decided by the Board of Directors.
- 4) Members are obliged to pay the membership fees determined by the General Meeting in the form of a membership fee schedule in terms of amount and due date. In cases of need, the Executive Board decides on a case-by-case basis, confidentially if requested, on a reduction or exemption of the member's contribution. Further details are set out in the membership fee regulations.
- 5) Honorary members are exempt from the obligation to pay contributions.

#### **§5 Organs**

- 1) The bodies of the association are
  - a) The General Meeting,
  - b) the Management Board,
  - c) and the Advisory Board.
- 2) Unless otherwise stipulated in the Articles of Association, the bodies pass resolutions by a simple majority of the members present and by a manual vote. If a motion does not receive a majority, it is deemed not to have been adopted. Abstentions are not taken into account when determining majorities.
- 3) Attendance can take place physically, digitally or by telephone. Irrespective of the form of attendance, it must be ensured that all members can participate equally and appropriately in the meetings of the executive bodies. The provisions of Section 32 BGB apply in this regard.
- 4) Members of executive bodies may not vote in deliberations and decisions on matters that may directly benefit or disadvantage them, see §34 BGB.
- 5) The secretary or the member appointed by the Board of Directors to take the minutes shall prepare minutes of the meetings of the executive bodies, which shall essentially contain the date of the meeting, its beginning and end and the course of the meeting. In particular, the minutes must record the resolutions passed in their entirety, stating the result of the vote. The minutes must be approved at the next meeting of the relevant body and

Finally, the minutes must be signed by a member of the Board of Directors and by the secretary or by the member designated to take the minutes.

## **§6 General Meeting**

- 1) The General Meeting is the supreme body of the association. It takes place at least once a year. It is announced by the Board of Directors at least one week in advance by written or electronic notification to the members, stating the agenda, venue and time of the meeting. The day on which the invitation is sent counts towards meeting the invitation deadline.
- 2) Motions to the General Meeting must be submitted to the Chairman in writing or electronically at the latest on the same day before the meeting begins. The agenda must be supplemented accordingly. The dissolution of the Association, amendments to the Articles of Association and the election and dismissal of members of the Board of Directors can only be resolved if the motions have been announced to the members with the agenda.
- 3) The Executive Board can convene an extraordinary general meeting if there is an urgent need. It must do so if at least 1/3 of the association members request this, stating the reasons. Para. 1) applies to the announcement, however the announcement period can be shortened to 48 hours by the Executive Board if necessary.
- 4) A member of the Executive Board chairs the General Meeting. Alternatively, the General Meeting appoints a chair from among its members. It is quorate if at least 3 members with voting rights are present.
- 5) The General Meeting decides on the admission of guests, the press and the public.
- 6) The General Meeting sets the guidelines for the work of the association and decides on issues of fundamental importance. The General Meeting is also responsible for
  - a) acceptance of the annual report and cash report,
  - b) the discharge of the Management Board,
  - c) determining the amount and due date of the membership fee in the form of a membership fee schedule,
  - d) the election of the Board of Directors and the auditors,
  - e) the establishment and amendment of the Articles of Association,
  - f) Decisions on appeals against resolutions of the Board of Directors regarding the admission and exclusion of members,
  - g) Appointment of honorary members,
  - h) decisions on important matters that the Board of Directors has referred to the General Meeting,
  - i) the dissolution of the association.

## **§7 The Executive Board**

- 1) The Executive Board of the association in accordance with Section 26 of the German Civil Code (BGB) consists of at least two spokespersons with equal rights, as well as the member of the Executive Board responsible for finance. They divide the association's business among themselves and make the distribution of responsibilities known to the association. If the number of board members falls below three, an extraordinary general meeting must be convened.

- 2) The association can be represented by each of these Board members alone. The power of representation of the members of the Executive Board is limited in such a way that a resolution of the Executive Board must be obtained before concluding a legal transaction of more than EUR 500.
- 3) The Board of Directors and auditors are elected by the General Meeting for a term of one year from the date of the election. If no new election takes place before the end of the term of office, the Board of Directors shall remain in office on an interim basis until a new Board of Directors has been elected. Re-election is permitted.
- 4) The election is conducted by a show of hands or by secret ballot. If a member present requests a secret ballot, the election must be conducted by secret ballot.
- 5) The person who receives the relative majority of votes from the members present is elected. If no candidate achieves this majority in the first ballot, a run-off vote is held between the two highest-placed candidates. In the event of a tie, the decision is made by drawing lots.
- 6) The Board of Directors has the right to co-opt further members of the association to the Board of Directors. Co-opted members may participate in the execution of Board tasks, but are not entitled to vote. Co-opted members may not take on any executive offices or activities.
- 7) The Executive Board is convened by one of the spokespersons at least once a month; an agenda is not mandatory. It must be convened if at least two members of the Executive Board so request. The Executive Board is quorate if at least three members are present.
- 8) The Board of Directors decides on all matters unless the General Meeting is responsible under the Articles of Association.
- 9) In exceptional cases, a Management Board resolution may be passed in writing, electronically or by telephone (so-called circular resolution) if no member of the Management Board objects. Minutes must be taken of the procedure and result of the circular resolution.
- 10) The members of the Executive Board work on a voluntary basis. They are only reimbursed for their expenses, i.e. officers and members only receive reimbursement of expenses in accordance with Section 670 of the German Civil Code (BGB) for actual expenses incurred as a result of their work for the association. Claims for reimbursement of expenses can be donated back and are then considered a donation of expenses [Section 10 b (3) sentence 5&6 EStG]. In case of doubt, the Executive Board decides by resolution.

## **§8 Cash management**

- 1) The member of the Executive Board responsible for finance is responsible for cash transactions and the administration of financial resources. He is authorized to
  - a) to accept payments for the association and to certify them.
  - b) to make payments on behalf of the association,
  - c) to sign all documents relating to cash transactions.
- 2) The Board member responsible for finance is obliged to keep an inventory of the Association's assets.
- 3) The principles of efficiency and economy must be observed.
- 4) At the end of each financial year, the member of the Executive Board responsible for finance prepares a final cash report, which must be submitted to the General Meeting for approval and discharge. The deadline is two weeks before the

Date of the General Meeting. The cash auditors must check the cash management beforehand and submit an audit report.

- 5) Surpluses arising at the end of the year are to be used to cover statutory expenses for the following year or transferred to a reserve that is necessary to cover future tasks in accordance with § 2.

## **§9 Advisory Board**

- 1) The association is assisted by an advisory board, which is made up of deserving personalities from science and practice.
- 2) The Board of Directors decides on the admission of a person to the Advisory Board of the association. Members of the advisory board should be offered honorary membership of the association. Reasoned objections to admission may be raised at a general meeting. The general meeting makes a final decision after discussion.
- 3) The Advisory Board advises the Board of Directors and the General Meeting in the fulfillment of its duties.
- 4) The Board of Directors decides on the dismissal of a person from the Advisory Board of the Association. Reasoned objections to the dismissal may be raised at a general meeting. The General Meeting makes the final decision after discussion.

## **§10 Data protection**

The association must collect and store certain personal data of its members for administrative reasons. It must protect this data from being passed on to unauthorized persons within the scope of its possibilities and in accordance with the GDPR. These tasks are the responsibility of the Executive Board. Everything else is regulated by a data protection declaration to be adopted by the Executive Board.

## **§11 Amendments to the Articles of Association**

- 1) Motions to amend the Articles of Association may be submitted by any member before the invitation to the next General Meeting is sent out.
- 2) In accordance with §33 BGB, an amendment to the Articles of Association can only be resolved by a majority of 3/4 of the votes cast at a General Meeting.
- 3) Editorial changes and the correction of incorrect references, as well as amendments to the Articles of Association that are required by supervisory, judicial or financial authorities for formal reasons, may be made by the Executive Board itself and without a motion at a General Meeting. It is obliged to read out such amendments at the next general meeting.

## **§12 Dissolution of the Association**

- 1) The association can only be dissolved by a corresponding resolution of a general meeting with a ¾ majority of its members present.

- 2) In the event of dissolution, the spokespersons shall act as liquidators unless the General Meeting determines otherwise.
- 3) If the association is dissolved, the assets shall be divided equally between the "Deutsche Gesellschaft für die Vereinten Nationen e.V." and the "Junge Deutsche Gesellschaft für Auswärtige Politik e.V.", which must use them directly and exclusively for charitable purposes. The assets may not be transferred to the beneficiaries before the expiry of one year after the announcement of the dissolution resolution and only after the approval of the tax office.

Signed,

Trier, 02.09.2024