The General Assembly, Brussels, June 2010, approved the new statutes of the association

I. TITLE, HEADQUARTERS, AIMS

Article 1

There is hereby created a non-Profit and humanitarian International Association named "CONCORD" – European NGO Confederation for Relief and Development - (hereinafter called "the Association").

The Association shall be subject to the dispositions of the title III of the Belgian law of 27 June 1921 regarding the non-profit associations, the international non profit associations and the foundations.

Article 2

The Association shall have its headquarters in Greater Brussels. It can be moved within this boundary on a decision by the Board published in the Moniteur belge within the month.

The headquarters are currently situated at 10 Square Ambiorix, 1000 Brussels, Belgium

Article 3

3.1 The Association aims to contribute to the achievement of a world where every person has the right to live in dignity, on an equal basis, free from poverty and in harmony with nature.

3.2 The Association will contribute to achieve these aims by:

- coordinating cooperation among Non Governmental Relief and Development Organisations (NGDO)

- influencing the political debate and policy formulation on development and humanitarian issues that are important at European Union level; To do this the Association will focus mainly on the institutions of the European Union (EU);

- improving the legitimacy and actively promoting the political interests and role of EU NGDOs as a whole as strategic partners to EU institutions by influencing EU policies towards NGDOs and by ensuring stable and quality access to EU funding;
- promoting and improving the quality of NGDO work, in particular regarding the relation with civil society in the South;
- Contributing to the capacity building of NGOs for Relief and Development

In the pursuit of its aims and objectives CONCORD may liaise if necessary with other relevant actors.
In order to achieve its aims, the Association may implement activities including, but not confined to the following: information & trainings, meetings, seminars & conferences, publications and communication & lobbying actions, consultancy work & expertises, experiences & networking exchanges.

**Article 4**

In the pursuit of its aims, CONCORD may represent its members in their relations with the Institutions of the European Union.

**II. MEMBERS OF THE ASSOCIATION**

**Article 5 - Membership categories**

The association recognises two membership categories: ordinary members and associate members. Unless otherwise indicated, the term Member herein refers to the statute of Ordinary Members.

**5.1 Ordinary members:**

National Platform Members (hereinafter referred to as ‘NP Members’);
Network Members (hereinafter referred to as ‘NW members’).

All members must meet the following general criteria and must:

- be recognized as a non profit organization established in a Member State of the European Union, of EFTA or an accession country according to national legislation;
- have a purpose and activity that focuses on EU development cooperation and/or humanitarian aid in developing countries;
- have a democratic governance, transparent management and accountability structure;
- agree with and contribute to the objectives of the association as formulated in Article3;
- The membership shall be granted by the General Assembly (GA); a candidate must comply with the membership procedures as set out in the Association’s Internal Rules. Acceptance of new members will be subject to the General Assembly by a simple majority.

**5.1.1 NP Members**

Only one national organisation representing the NGDO community in an EU Member State may obtain the status of NP member.
5.1.2 NW Members

Only network organisations that cumulatively fulfil the following criteria can acquire NW Membership:

- the secretariat of a NW Member will be located within a Member State of the European Union or of EFTA;
- a NW Member must have at least 5 member organisations in at least 5 Member States of the European Union;
- at least five of its members must have at least three years of existence;

5.1.3 Resignation

Members of the Association may at any time resign by letter addressed to (the) President (e). The resignation will be effective three months after the date of the letter. However, the resigning Member will be required to pay all dues and (to) participate in agreed costs for the year in which he tendered his resignation.

5.1.4 Suspension

Any member who has not paid its contribution six months after the deadline will have their membership suspended pursuant to the Rules of Procedure.

5.1.5 Exclusion

On a proposal from the Board or one third of the Members, Members may be expelled by the General Assembly if a two-third majority of the Members present so decide. Procedures and criteria for exclusion are defined in the internal regulation.

5.1.6 Entitlements

No member shall claim or exercise any right whatsoever on the assets of the Association at any time: during the period of membership, in case of suspension or expulsion for any reason whatsoever, in case of dissolution of Association, etc.

5.2 Associate Members

Associate Members have the right to participate in all activities of CONCORD, but have no voting rights.¹

There are two categories of Associate Members:

1. Associate National Platform Members representing the NGDO community of a European Country which is not a member of the EU;

2. Other European networks and associations which have a significant involvement or interest in development or humanitarian aid that is incidental to their primary objective and core mandate.

¹ Except for decision making and governance, Associate members can fully participate in the operational work of the confederation.
5.2.1. An Associate Member must agree to subscribe to the CONCORD objectives described in Article 3.

5.2.2. An Associate Member must have a democratic governance, transparent management and accountability structure

5.2.3 Associate membership is not open to those organisations / networks that fulfil the criteria for ordinary membership. In the event that a country which is not a member of the EU accedes to the European Union, then an Associate National Platform Member representing the NGDO community of that country shall be considered for ordinary membership.

5.2.4. For admission, resignation, suspension, exclusion and entitlements, Article 5.1.2, 5.1.3, 5.1.4, 5.1.5 and 5.1.6. are valid also for associate members.

III. GENERAL ASSEMBLY

Article 6
The General Assembly shall consist of all ordinary members of the Association.

Article 7
The General Assembly is the highest body of the association and has the powers vested in it by virtue of the law and these Statutes.

The following points are especially reserved to its jurisdiction:

a) the determination of the main strategic orientations in conformity with Article 3 of these Statutes which will be presented in the form of a multi-annual strategy on the basis of which the Board shall frame the annual budget and work plan

b) Approval of the annual report and accounts, discharge of members of the Board and designation of the auditors;

c) approval of membership fees

d) election of the Board members and the President

e) acceptance of new members and exclusion or suspension of members

f) Modification of the Statutes and internal regulations

g) Instructions and guidelines for actions to be undertaken by the Board

h) dissolution of the Association

Article 8
The General Assembly shall meet at least once a year at the headquarters or at the place mentioned in the notice convening the meeting and, before starting its business, shall designate its chairperson on a recommendation from the Board.
Notice of the meeting is sent by the President. This shall be sent out at least 30 days before the meeting; it shall include the agenda.

An extraordinary General Assembly may be convened by the President or at the request of at least one third of the members.

**Article 9**

At the General Assembly each member shall have one vote. The number of the delegates per Member will be set out in the Internal Rules.

A Member may be represented at the General Assembly by another Member provided that latter is carrying a written proxy to that effect. However, no Member may carry more than two proxies.

A quorum is not reached unless a majority of the voting rights are present or represented.

If the quorum referred to above is not reached, a second General Assembly with exactly the same agenda will be convened. Its decisions will be valid, irrespective of the number of voting rights present.

**Article 10**

Other than in the exceptional cases provided for elsewhere in the Statutes, decisions shall be passed by a simple majority of the members present or represented; they shall be brought to the attention of all members.

No decisions shall be taken on items which have not been included in the agenda.

The General Assembly's decisions shall be entered in minutes which shall be signed by the Chairperson of the GA meeting and one member of the Board; this register shall be kept at the disposal of members by the secretary. This register will be preserved at the registered office of the association defined in article 2

**IV. AMENDMENTS TO THE STATUTES - DISSOLUTION**

**Article 11 amendments**

Without prejudice to the laws mentioned in Article 1 of the current statutes, any proposal to amend these Statutes must be introduced by the Board or by at least one third of the Members of the Association.

The Board shall inform the Members of the Association of any proposed amendments to the Statutes two months before the date of the General Assembly called to vote on the said amendments. The quorum in such a case is constituted by two-thirds of the voting rights of the Association present or represented.

The modifications of the statutes will have to be submitted to the Minister for Justice and to be published in the Appendices of the Belgian Monitor.

**Article12 dissolution**

[Type text]
Without prejudice to the laws mentioned in Article 1 of the current statutes, any proposal to dissolve the Association must be introduced by the Board or by at least half of the Members of the Association.

The General Assembly shall decide on the methods to be used for dissolving the Association. Any assets remaining after the proper settlement of any proper debts and liabilities shall be given or transferred to such other organisation having similar objectives.

**Article 13 voting procedures**

A two-thirds majority shall be required for decision-making. However, if less than two-thirds of the voting rights of the Association are present at this General Assembly, a further General Assembly shall be convened under the same conditions as above. If this General Assembly does not reach the 2/3 quorum, a third General Assembly shall reach a final and valid decision on the proposal in question, irrespective of the number of voting rights present or represented.

**V. BOARD AND THE PRESIDENT**

**Article 14**

The Board shall consist of 9 members and the President.

The General Assembly elects the President and the members of the Board by secret ballot.

The President represents the association.

The Board constitutes itself at least a Vice-President, a treasurer and a secretary.

The Board elects its Secretary, its Treasurer and its Vice-President(s) from among its number by secret ballot for a term of not more than three years.

Members of the Board are elected for a three-year term, starting from the date of the General Assembly at which they are elected. They may stand for an immediate re-election for another term. However, a former member of the Board can be re-elected to this function if at least 3 years have passed since the end of his/her second mandate.

Members of the Board can be suspended or removed by the General Assembly should a two-thirds majority of the voting rights present or represented so decide.

**Article 15**

The Board shall meet at least twice a year on being specially convened by the President. A quorum shall be constituted by half of its members of the said Board. A member of the Board can not be represented by another person (When consensus is not reached, the Board takes decisions by simple majority. In the case of a tie, the President of CONCORD shall have the casting vote).

**Article 16**

[Type text]
The Board shall have full powers for management and administration according to what was agreed by the General Assembly. It may delegate the day-to-day running of the Association to a director who will be appointed by the Board. It may also take the responsibility for conferring special or specific powers on one or several persons.

The Board shall present an annual report to the General Assembly on its activities to be circulated in advance.

**Article 17**

The decisions of the Board shall be entered in a register which shall be signed by the Secretary; this register shall be kept at the disposal of members by the Secretary. This register will be preserved at the registered office of the association defined in article 2.

**Article 18**

All documents which are binding on the Association shall be signed, unless a specific proxy has been granted, by the President or by two members of the Board.

**Article 19**

All law suits, whether brought by or against the Association, shall be followed by the Board represented by its President or by one of its members nominated by the President for the purpose.

**VI. FINANCES**

**Article 20**

The Association raises the necessary means for its operation through membership fees, grants from the European Institutions, governments, foundations, and other sources that the Board approves.

**Article 21**

The membership fees will be approved by the General Assembly upon proposal of the Board taking into consideration the principles laid down in Annex to the internal regulations.

**Article 22**

The financial year shall close on 31 December. The Board shall be required to submit the accounts for the previous year to the General Assembly for approval. The Board shall also be required to inform the General Assembly about the budget for the coming year.

**VII. INTERNAL REGULATIONS**

**Article 23**
The Internal Regulations can be suspended or amended by the General Assembly by a simple majority of the Members present or represented.

**VIII. GENERAL PROVISIONS**

*Article 24*

All matters not provided for in these Statutes, in particular the notices to be published in the Moniteur Belge, shall be settled in accordance with the provisions of the law.