

Statutes of The Working Community of Associations of Social NGO's

Chapter I

General Provisions.

Paragraph 1

1. Working community of Associations of Social NGO's in Poland hereafter referred to, as WRZOS is the association of associations.
2. WRZOS is based in Warsaw.
3. WRZOS runs the office in Warsaw.
4. WRZOS is national-wide structure, which is acting on the basis of tolerance, equality and openness. Member organisations within WRZOS preserve their independence.
5. The scope of activity of WRZOS is the territory of the Republic of Poland.
6. WRZOS can be a member of foreign organisations with similar profile of activity.

Chapter II

Goals and forms of activity of WRZOS.

Paragraph 2

The goals of WRZOS are:

creating a lobby of social organisations

expressing opinions regarding law on state, regional and local level

participating in creation of policy concerning ngo's and social policy

promoting the proper standards of practice and decisions making of authorities

co-operating and exchanging ideas with international partners

exchanging experience and knowledge with foreign and international partners

supporting the member organisations

developing citizens social activity including help in creating new regional federations of organisations, associations and other

representing ngo's in relations with public sector and other partners

Co-operating with other ngo's, informal groups, institutions, authorities and other subjects by whom the WRZOS principles are accepted.

and other connected with present needs of social ngo's environment and people's for whom

member organisations serve

Paragraph 3

The goals described in paragraph 2 are realised through:

1. consultancy and exchange of experience
2. organising conferences, seminars especially with participants representing public authorities
3. training
4. publications
5. providing the services for member organisations and institutions co-operating, and informal initiatives
6. conducting social activities supporting realisations of the goals referred above
7. maintaining and mediating in keeping contacts with the international partners
8. organising humanitarian help for WRZOS members and their clients through organising public collections and donations, medical, rehabilitation equipment, clothing food, hygienic stuff, transport and others improving the situation of the welfare clients
9. performing the economic activity
10. other forms of help for the members.

Chapter III

Members

Paragraph 4

1. Members of WRZOS fall into:
 - ordinary members
 - auxiliary members
 - honorary members
2. Ordinary members are:
 - a) The members founders:
 - Forum of Social Organisation “KRAFOS” in Kraków,
 - Forum of Non-governmental and Civil Initiatives “LFIPO” in Zielona Góra,

- Forum of Social Organisations “KAFOS” in Katowice,
- Greatpoland Coordination Council “WRK” in Poznań,
- The working Community of social Organisation in Wrocław,
- Union of self-help Organisation “SUKURS” in Gdańsk,

b) The regional (one for voivodship) federations of social organisations acknowledging statutes and principles of WRZOS if at least 2/3 of their members organisations as acting in social activity’s area representing different scopes of activities accepted as member of WRZOS.

c. The national-wide non-governmental organisations of social character if they have branches and associated branches in at least 3 voivodships and acknowledging statutes and principles of WRZOS.

3. In regard of this statute non-governmental organisation is each registered legal subject, which objective is not gaining the profit, which is neither public administration institution nor trade union, nor political party, church nor religious group.
4. Auxiliary member of WRZOS may become every legal subject person (with its approval) who accepts the statutes and principles of WRZOS and is contributing to there fulfilling through his. Membership is issued by a Board. Supporting member can became informal group in the process of registrations until it’s registered.
5. Honorary member can be every legal person (also foreign) who was particularity dedicated to realisation of statutory activities of WRZOS. Board issues the status of honorary members on the basis of signed acceptance of person involved.

Board issues the status of a member on basis of written application of organisations. In case of rejecting an application the interested party has the right to appeal to the next coming General Meeting in the course of one month from the date of adopting the resolution by the Board.

Every ordinary member defined in par.4, 2 a) and b) has 5 votes at the General Meeting, and every ordinary member definite in 4, 2 c) has one vote.

The ordinary members of WRZOS have the following rights:

- a) election right of the authorities of WRZOS
- the right to participate in meetings, events and other activities resulted from realisation of statutory goals of WRZOS
- submit opinions, proposals and postulates to the authorities of WRZOS

9. The ordinary members are obligated to:

- a) taking an active part in the realisation of statutory goals of the WRZOS
- b) observing the Statues and other regulations passed on the basis thereof,
- c) Paying regularly the membership dues of the amount definite by

the General Meeting.

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Withdrawal of the Membership occurs through:

1. Dissolution or removal a legal person from the register or death of a natural person-with the immediate result
2. Resignation from the WRZOS if it was delivered, in writing, by the authorised organ of the organisation on by a natural person
3. Exclusion from the WRZOS in case of not fulfilling undertaken statutory duties or activity against the interest of the WRZOS. The decision is taking by the Board Members, after acquainting with the opinion of the Main Commission. The decision of the Board can be appealed to the next General Meeting.

Charter IV

Authorities of the WRZOS

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Authorities of WRZOS are:

1. The General Assembly of Members
2. The Main Commission
3. The Board
4. The Auditing (Revision) Commission

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The General Assembly

1. The General Assembly can be:
 - Ordinary,
 - Extraordinary.
2. The Board of the WRZOS convenes an Ordinary General Assembly at least once every 2 years.

In regard to the proceedings of an Ordinary General Meeting, together with the proposed agenda, the members of the WRZOS are informed at least 7 days before the meeting.

The Board, the Main Commission or the Auditing Commission can convene an Extraordinary General Assembly because of the important reasons. The Board is obligated to convene an Extraordinary General Assembly at the request of, at least, 1/3 number of the ordinary members of the WRZOS. The members are informed about the date of an Extraordinary General Assembly at least 7 days before the meeting. The Extraordinary Assembly can only examine the matters for which examination it was convened.

3. In the General Assembly take part (vote right) the ordinary members of the WRZOS definite in paragraph 4 pkt.2a and 2b, represented by 2 authorised (in writing) representatives and the ordinary members of the WRZOS definite in par.4 2c, represent by one representative.
4. The auxiliary and honorary members, members of the Auditory Commission, members of the Board, and Managing Director of the WRZOS as well, take part in the General Meeting with non-vote.
5. A registered letter sends the information about the General Meeting. Furthermore it is permissible to send invitation in parallel with fax or email.
6. The General Meeting is legally valid if it is convened in accordance with the statute.
7. The competencies of the General Meeting are
 - a) Adopting the statute and the changes in it.
 - b) Adopting program declaration, long-and medium term programs of activities.
 - c) Adopting long and medium term main lines of the budget.
 - d) Accepting the essential report of the Main Commission of the WRZOS.
 - e) Granting, at the request of the Auditing Commission, a vote of approval for executing the budget for the Main Commission of the WRZOS.
 - f) Adopting the regulations of the General Meeting and the Main Commission.
 - g) elections of the Board and the Auditing Commission through open-balloting or secret balloting-according to the will of the voting germanium
 - h) appointing the experts commissions
 - i) Determining the membership dues.
 - j) Others matter not definite in the detailed regulations of this statute.
8. The proceedings of the General Assembly are led by the Chairman of the General Assembly who is elected at the beginning of the meeting. Until then the proceedings are led by the President of the Board of if he is absent by the Managing Director or and in case of his/hers absence-by another member of the Band.
9. Resolutions of the General assembly are adopted if possible as a consensus. If reaching a consensus is impossible, the resolutions are adopted with a simple majority of votes.
10. If during the (first date) sessions of the General Assembly at least half of the number of the

ordinary members is not present, then resolutions adopted with majority of votes during the subsequent date are valid, regardless of number of the present members.

11. About the subsequent date of the General Assembly the members should be informed in a notification. The Subsequent Assembly can be fixed at the same day, however not earlier than 30 minutes after the first date of the meeting.

13. The minutes of the proceedings of The General Assembly are signed by the chairman of the General Meeting and the person who was written the minutes and was chosen to do so by The Assembly.

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The Main Commission.

1. The Main Commission in the supreme organ of the WRZOS in the period between The General Assemblies. The meetings of the Main Commission is held at least twice a year. The members of the WRZOS are informed about the date and proposed agenda of the Main Commissions at least 2 weeks before the meeting.

2. The Board of the WRZOS convenes the meetings of the Main Commission. The Board is obligated to convene the meeting of the Main Commission at request of at least 1/3 of the number of the ordinary members.

3. The Members of the Main Commission are in their official capacity the Chairmen/Presidents of the Board of the ordinary members or authorised persons. Every ordinary member definite in par. 4 2 a), 2b) has 5 voices and defined in 2c) 1 voice.

4. The members of the Auditing Commission, The Board and also The Managing Director of The WRZOS, other invited members of the consultative groups and guests can participate in the meeting of The Main Commission with a non- binding vote.

5. A registered letter sends the information about the convened meeting. Furthermore it is permissible to send invitation in parallel with fax or email.

6. The meetings of The Main Commission are legally valid if it is convened in accordance with the statue.

7. The competencies of the Main Commission are:

- a) Adopting a annual plan of activity of the WRZOS,
- b) Passing the annual budget of the WRZOS,
- c) Appointing the program councils (committees), the consultancy groups.
- d) Accepting the annual report of the Board and the Director of the Wrzos,
- e) Granting, at the request of the Auditing Commission, a vote of approval for executing the budget for The Board and The Director,

- f) Adopting the position on matters of the key importance for the WRZOS and its members.
- g) Other matters definite in the detailed regulations of this statute.

8 Chairmanship of the Main Commission:

- a) The chairmanship of the Main Commission is rotated, lasts one calendar year and changes with the 1st of January of the year,
- b) The Chairmen of the Main Commission are turn the ordinary members of the WRZOS, in Alphabetical order (in accordance with the sound of the full designation),
- c) The first chairmen of the Main Commission is in a period from adopting this statute till the 1st January following the registration of Wrzos and it is from the organisation chosen by founding members.
- d) Meetings of the Main Commission are led by the representative of the presiding organisation, mentioned in b) and in case of him/hers absence, by representative of the organisation which is next in order or person chosen by the Commission.

9. The majority of votes adopt the resolutions of the Main Commission if possible by consensus, if that is impossible.

10. The person who chaired the meeting signs the minutes of the proceedings and the director or person appointed by him.

Paragraph 9

The Board.

- 1. The Board consists of 3 to 11 people, including the President and 2 vice-presidents elected by the General Assembly for 2 years. Renewed appointment is permissible.
- 2. the meeting of the Board are held at least 4 times a year. The President or the Vice president convenes these. Meeting of the Board must be convened at the request of at least 1/3 of the members of the Board, the Chairman of the main Commission or the Chairman of The Auditing commission.
- 3. The Managing Director participates in the meetings of the board with non-binding vote.
- 4. Invited members of the consultative groups and the guests may take part in the meeting with a non-binding vote.
- 5. The procedures of the Meeting and work of the board is laid down in the regulations. The meeting is valid if it is convened in accordance with the regulations and more than half of the members takes part in it.
- 6. the regulations may state the written procedure for accepting the resolutions of the Board without convening the meeting.
- 7. the competencies of the Board are:
 - a) general managing current affairs of the Wrzos,
 - b) Supervision the budget

- c) Taking financial decisions for over 50.000 PLN
 - d) Adopting, after appropriate consultation position on essential matters for the Wrzos and its members,
 - e) Appointing the expert Commissions,
 - f) Representing interest of Wrzos toward the politics, administration, associations and others,
 - g) Adopting the regulation of work of the Board,
 - h) Other matters defined in the regulations of this statue.
8. The Members of the Board perform their functions on the voluntary basis.
- 9.the regulation of the Board is adopted with the majority of votes.
- 10.the resolutions of the Board should be recorded, the minutes signed by at least 2 members of the Board.
- 11.The Presidium of the Board are The President and the Vice-presidents.
- 12.If during the term of office the President or vice-president resign or there will be diminution in the number of Board members below minimum defined by the statue the board convene the Extraordinary General Assembly.

Paragraph 10

The Managing Director.

1. The Director is appointed by the board for 3 years. Renewed is permissible.
2. In case of serious transgressions in work of the Director the Board may dismiss him before the 3 yares period. The Auditing Commission must agree.
- 3.The tasks of the Director:
 - a) Organising the work of the Wrzos, meeting of the Main Commission and the Board and taking part in implementing the resolutions,
 - b) Preparing the budget draft,
 - c) Managing the work of wrzos office and its staff,
 - d) External representation of the Wrzos,
 - e) Other matters definite in regulations of the statue.

Paragraph 11

The Auditing Commission.

1. The Auditing Commission consists of 3 to 5 persons, elected by the General Assembly for 2 years. The Commission elects its Chairman.
2. The Commission examines executing the budget, financial administration, and accountancy of Wrzos. It alsocontrols the accordance of the performed tasks with the statue and the regulations.
3. The procedures of its performance the commission defines in the regulations.
4. The members of the commission perform their function on the voluntary basis.
5. The function of the member of the Commission must not be combined with the function of the

member of the Main Commission, membership of the Board or the Director of Wrzos.

5. The general Assembly makes up the number of the members of the Commission.

Chapter V

The representation of Wrzos and its property.

Paragraph 12

The representation of Wrzos.

1. 2 members of the board definite in par.9 represent the Wrzos.
2. The Boaer may authorise the managing Director to represent Wrzos, particularly on the matters of the current management of the property.
3. Making the financial writs is defined in the paragraph 10 of this satatue.

Paragraph 13

The property of Wrzos.

1. The property of Wrzos includes movables, immovables and funds.
2. The Wrzos's property shall come from:
 - a) Membership fees
 - b) Incomes from immovable and movable property
 - c) Grants,
 - d) Donations, legacies and inheritances,
 - e) Income from the Wrzos's business activity.
3. Wrzos runs its financial administration and accountancy in accordance with the regulations of Polish law.

Chapter VI

Dissolution of Wrzos.

Paragraph 14

1. Dissolution of the Wrzos requires a resolution of the General Assembly with the presence at least 3//4 of the ordinary mambers. If it not the case the next General Assembly should take place during the following 2 weeks and the voting counts irrespectively on the number of participants. There is necessary of ¾ of the votes for the dissolution.
2. After the resolution the Liquidation Committee is formed.
3. After dessolution the property of Wrzos may be passed to other subjects acting on the similar statue value.