

STATUTES

Of the Drug Policy Network South East Europe

ARTICLE 1

Establishment of a civil non-profit Network

The Drug Policy Network South East Europe is a civil, non-profit, non-governmental Network working in the field of drug policy in the countries of South East Europe (Albania, Bosnia and Herzegovina, Bulgaria, Croatia, FYR of Macedonia, Greece, Kosovo (UNSCR 1244/99), Montenegro, Romania, Serbia and Slovenia) and is established to achieve the objectives in the area of improving drug policy in South Eastern Europe.

The Founding Assembly adopted the Statutes of the Drug policy Network in Southeast Europe at the founding meeting held on 2nd of October 2015.

ARTICLE 2

Founders

The founders of the Drug Policy Network South East Europe are:

1. ALIAT – Alliance for the Fight Against Alcoholism and Drug Addiction, Romania
2. Association DIOGENIS, Drug Policy Dialogue in SEE, Greece
3. Association Margina, Bosnia and Herzegovina
4. Association Prevent, Novi Sad, Serbia
5. Healthy Options Project Skopje (HOPS), Former Yugoslav Republic of Macedonia
6. NGO Victorija, Banja Luka, Bosnia and Herzegovina
7. NGO 4life, Podgorica, Montenegro
8. Association Positive Voice, Greece
9. Romanian Harm Reduction Network (RHRN), Romania
10. South East European and Adriatic Addiction Treatment Network SEEAN, Slovenia.

ARTICLE 3

Name

The name of the Network is “Drug Policy Network South East Europe” (hereafter: the Network). As distinctive title of the Network will be used the abbreviation (DPNSEE)

ARTICLE 4

Seat

The seat of the Network is Belgrade.

ARTICLE 5

Duration

The duration of the Network is set for an indefinite period.

ARTICLE 6

Stamp

The Network has a round shaped stamp with in Cyrillic alphabet engraved: Savez Mreža za politike prema drogama u jugoistočnoj Evropi, Beograd (the registered name of the Network and the location - Drug Policy Network South East Europe, Belgrade).

ARTICLE 7

Scope of objectives achievement

The Network is of the opinion that:

- a. national, regional and international drug policies and programmes must be grounded on the principles of human rights, harm reduction, social inclusion and public health.
- b. policymaking processes must be transparent and policy makers must engage meaningfully with civil society, particularly with affected populations (such as people who use drugs, families and NGO initiatives).

ARTICLE 8

Overall objectives of the Network

The overall objectives of the Network are:

- a. to promote and advocate drug policies and drug legislation based on a public health, harm reduction, social inclusion and human rights approach.
- b. to strengthen the contacts and collaborate with relevant national, regional and international authorities in the field of drugs and follow closely the European Union drug policy developments.
- c. to coordinate and support activities of its members on drug policy issues with a regional component.
- d. to promote co-operation and joint bilateral or multilateral initiatives in the region related to the vision and the aims of the Network.
- e. to develop close and constructive relationships through open and objective dialogue with experts, key policy makers in national governments, regional bodies, European and international organisations, in order to promote humane, evidence based and effective drug policies

ARTICLE 9

Means of action to achieve the objectives of the Network

To achieve its objectives, the Network:

- a. Improve channels and advocacy tools for the members of the Network, organise public campaigns and events and build up their capacity to better engage with and influence drug policymaking processes of national governments, regional, European and international organisations.
- b. Independently prepare and implement projects, support and develop joint projects and initiatives by communication and co-operation among civil society organisations in the field of drugs and other related areas.
- c. Organizes meetings, consultations, seminars, panel discussions, debates, workshops, trainings and other forms of non-formal education.
- d. Produce, publish and disseminate information, books and other kinds of publications about drug policy in the region of South East Europe, at national, European and international level, work on popularisation of the topic and disseminates information on the objectives of the Network through a variety of media.
- e. Promote objective and open dialogue at national, regional, European and international level and support a human rights and public health approach in order to achieve coherent, consistent, evidence based and effective drug policy for the benefit of persons affected by drugs and other vulnerable groups, paying special attention to women, children, youth, prisoners and people in detention.
- f. Coordinate common reactions and comments on drug policy developments in South East Europe and submit proposals on drug policy issues to the relevant authorities in order to improve existing drug legislation, drug strategies and drug action plans.
- g. Develop close cooperation between NGOs, governments, scientific and research institutions at regional, European and international level.
- h. Engages in humanitarian work, especially for the benefit of persons affected by drugs.
- i. Organizes and conducts research, studies and analysis.

ARTICLE 10

Membership

Membership of the Network can be obtained by application to the Board of the Network.

The Network has three types of membership

- Ordinary
- Associate and
- Honorary members.

The Network keeps a register of members and updates its membership every year.

Ordinary members can become, upon application to the Board and decision of the General Assembly, organisations based in the countries of South East Europe. The organisations must contribute, with their activities, to strengthen, further develop and promote the vision and objectives of the Network and be actively involved in the implementation of the work plan of the Network. The founding members are the initial ordinary members.

Ordinary members must be a legally registered organisation or network in one of the countries of the SEE region.

Ordinary members must agree with the Network's vision, mission and policy principles, including the code of conduct.

Ordinary members must have a proven track record of expertise in a drug policy field relevant to local, national, regional and international drug policy.

Ordinary members must have the willingness to engage actively with policy makers and decision making bodies in their country and or the SEE region.

Associate members can become, upon application and decision of the board, organisations and individuals who support the vision, objectives and work plan of the Network and accept the statutes of the Network.

Honorary members can become organisations and individuals, after recommendation of the Board and decision of the General Assembly, who contributed in an excellent way to the promotion of the Network objectives. Honorary members have the right to participate at the General Assembly; they have not the right to vote.

ARTICLE 11

Obligations of the members

Ordinary members are obliged to actively contribute to achieving the objectives of the Network, participate in activities of the association and pay an annual membership fee. The annual contribution may change each year upon decision of the General Assembly. Any failure to pay the ordinary member's annual contribution for more than 1 year implies deletion of the member. Honorary members are exempted from the obligation to pay an annual contribution.

ARTICLE 12

Rights of the members

Ordinary members have the right to participate at the General Assembly, have the right to vote and stand for election in the Network bodies. They have the right to be informed, to send proposals to the Network bodies and to receive answers, to participate in determination of plans of the Network and to achieving the objectives of the Network.

All members receive at least once per year a newsletter with information about developments and activities of the Network.

ARTICLE 13

Termination of membership

Membership of the Network could be terminated by:

1. Cessation of the work of Network members
2. Withdrawal from the Network in its sole discretion
3. Decision of the Network bodies to exclude a member from the Network

Dismissal of an ordinary member is in jurisdiction of the General Assembly, upon recommendation of the Board, when it develops an activity contrary to the objectives and principles of the Network

ARTICLE 14

Resources

The Network acquires resources to achieve the objectives from the annual membership fee, donations, sponsorships, grants from governments, international organizations and institutions, private or public legal entities.

All resources shall be used exclusively for the purpose to meeting the objectives of the Network.

ARTICLE 15

The Governing Bodies of the Network

The Governing bodies of the Network are: The General Assembly, the Board and the Executive director.

ARTICLE 16

The General Assembly

The General Assembly is the highest governance body of the Network.

The General Assembly consists of the ordinary members of the Network who have fulfilled their financial obligations.

The ordinary members are represented at the General Assembly by one representative and have each one vote.

A General Assembly takes place at least once a year. The Board is responsible for calling the General Assembly. The President shall convene the Assembly in accordance with the Board decision. The date will be announced at least one month before the meeting to all ordinary members.

An extraordinary General Assembly can take place upon:

- A decision by the Board or by the General Assembly;
- A Written request by at least one-third of the ordinary members.

An extraordinary General Assembly has to be called in 30 days after the decision of the Board or a written request by at least one-third of the ordinary members.

All ordinary members shall be invited both to the General and to the extraordinary General Assemblies by e-mail at least one week prior to the meeting date. Notification of the agenda and proposed decisions shall be included when a General Assembly is convened.

Proposals for the General Assembly must be submitted to the Board by e-mail, at least two weeks prior to the meeting date.

All ordinary members are entitled to participate and to vote in the General Assembly. Each member is entitled to only one vote. A members shall be permitted to assign its voting right to other ordinary member through written authorization.

Associate Members will be notified of the General Assembly and will have the opportunity to attend.

The General Assembly shall constitute a quorum when half of the ordinary members are present or are represented.

The General Assembly's decisions will normally be decided by a simple majority of the valid votes at the General Assembly, except decisions on amendments to the Statutes, the decision on the dissolution of the Network and decisions about status changes which are taken by two-thirds majority.

The General Assembly shall be chaired by the chairman chosen by the Assembly. The Assembly will choose a secretary responsible for the minutes and other administrative tasks for the General Assembly.

An extra-ordinary Assembly can be held electronically via a conference call or via E-mail. The participants at the extra-ordinary Assembly must confirm their vote by way of an official E-mail of each member to the official E-mail of the Network in 24 hours following the Assembly. In case some member representatives have failed to submit their vote, it will be considered that they did not vote.

ARTICLE 17

Responsibilities of the General Assembly

The jurisdiction of the General Assembly is:

1. Approve the annual report on activities, the annual financial statement and other reports.
2. Amend and adopt the Statutes, program, objectives and other acts.
3. Adopt the annual action plan and budget, financial plan and report.
4. Accept ordinary members.
5. Terminate of membership.
6. Elect and dismiss Board Members.
7. Elect the President, Vice President, Secretary, Treasurer, Deputy Treasurer and a member of the Board.
8. Set the amount of membership fee for ordinary members.
9. Approve legal transactions conducted by the board.
10. Decide on association or departure from unions and other forms of association as well as on membership in domestic and international organizations and networks.
11. Decide on the voluntary dissolution of the Network.

12. Set up rules of procedure for the work of the Assembly.
13. Grant the status of honorary members.
14. Decide on change of the statutes
15. Decide on the dissolution of the Network.
16. Review and approve annually the report of the Board

ARTICLE 18

The Board

The Board shall consist of seven (7) Members, specifically the President, vice-President, Secretary, Deputy Secretary, Treasurer, Deputy Treasurer and a member.

The Board shall be elected by the General Assembly. Eligible to be elected in the board are only persons who are member of an organisation that is ordinary member of the Network. On withdrawal of an elected Member, the Board is entitled to co-opt another eligible Member as a replacement, in which case later approval at the next General assembly.

The Board's term of office shall be two years. The Board Members can be re-elected twice. Every Board Member shall exercise its office personally (À titre personnel).

The Board meets at least twice a year.

The President, or if unable, the Vice-President, shall convene a Board meeting through written invitation. If they are unable to act for an unforeseeably long period, every other Board member is entitled to convene a Board meeting.

The Board can hold an electronic meeting and vote by e-mail.

A quorum shall be considered to exist at a Board meeting if all Board members were invited and at least half of them are present.

Decisions by the Board shall be adopted with a simple majority of votes. In the event of undecided vote (equal number of votes), the President, shall have the casting vote.

The President or, if unable to attend, the Vice-President shall chair the Board meetings. If they are also unable to attend, the most senior Board Member (in terms of age) or the Board Member chosen by the majority of the other Board Members shall chair the Meeting.

Except in the case of death or expiry of the term of office, a Board member's office shall terminate by dismissal or resignation.

The General Assembly can dismiss the entire Board or individual Board Members at any time. The dismissal shall become effective with the appointment of the new Board or Board Member.

The Board Members may, at any time, submit their resignation in writing. The resignation shall be directed to the Board or, if the entire Board resigns, to the General Assembly. The resignation shall become effective only at the time of the election or co-option of a successor.

If more than 3 members leave the Board, it will be dismissed and the General Assembly will be called to elect a new Board.

The composition of the Board shall reflect the entire diversity (geographical, gender, ethnic) of the Network. At least one Board member will be a person from the community of people affected by drugs. If such a person is not nominated, then the Assembly will elect other nominated person. There will be no more than one Board member from the same country (except if one of them is a person from the community of people affected by drugs). The specifics will be detailed in the operational and organisational regulations (rules of procedure).

ARTICLE 19

Responsibilities of the Board

The Board is responsible for managing the Network .It is responsible for all duties not assigned to another body of the Network by the Statutes. Its sphere of responsibilities include in particular:

- a. Preparing an annual Action Plan and Budget.
- b. Reporting on annual activities and the financial statement.
- c. Informing the Network members about the activities and business management of the Network and of the audited financial statement.
- d. Preparing and convening the General Assembly.
- e. Managing the Network's assets.
- f. Hiring and dismissing of the Executive Director.
- g. Making proposals for the expulsion of a member.
- h. Hiring and dismissing of employees of the Network.
- i. Organizing regular activities of the Network.
- j. Directing the work of the Network between two sessions of the General Assembly.

A scientific committee and ad hoc working groups may assist the Board.

The Board appoints the scientific committee and the ad hoc working groups. The members of the scientific committee and of the working groups can attend the meetings of the General Assembly in order to present and discuss their proposals.

ARTICLE 20

Special responsibilities of individual board members

The Chairman is authorised to represent the Network. She/he shall represent the Network in external matters, with authorities and any others. The hairman chairs the Board meetings.

The Secretary is responsible for the minutes of the Board meetings.

The Treasurer is responsible for properly managing the funds of the Network.

In case the Chairman, the Secretary or the Treasurer is unable to act, their deputy in each case shall act on their behalf.

For the implementation of the above-described tasks, no fee can be charged. As far as Board Members are entrusted with work for the Network beyond these responsibilities, they can settle their services with the Network based on an employment contract, or a contract for services (the same is applicable for any members or third parties).

ARTICLE 21

Executive director

The Executive Director carries out the decisions of the Board. The appointment of the Executive director is a responsibility of the Board. The Executive Director is authorised to legally represent the Network.

The Board can dismiss the Executive Director by a simple majority.

The mandate of the Executive Director shall be two years.

The Executive Director works under the full managerial authority and control rights of the Board and is accountable to the Board. She/he shall be authorized to sign internally within the assigned areas of responsibility. The Work of the Executive Director can either be regulated by employment contract, or contract for services, depending on the nature of the tasks. If a clear separation between the tasks and responsibilities of an Executive Director and the roles and responsibilities of a Board member is possible, a Board member can also be appointed as Executive Director.

Executive Director takes care of proper record and bookkeeping.

The Chairman of the Board may give a written authorization to the Executive Director to represent the Network.

ARTICLE 22

Transparency

The work of the Network is public in accordance with the law and these Statutes.

Transparency of the Network is provided by informing members and the public about the activities of the Network.

Network members shall be informed about the work of the Network by issuing newsletters, disseminating special information or via e-mail.

The public is informed about the work of the Network through the media or by issuing special press releases, information or newsletters.

ARTICLE 23

Change of Statutes

Decision on change of the statutes or dismissal of the Network is to be made by the General Assembly by a two thirds majority members votes.

In case of dissolution of the Network its assets will be transferred to the non-profit entity registered in the Republic of Serbia, which was established to achieve the same or similar goals, in the manner prescribed by law.

ARTICLE 24

Financial reporting

Development of financial statements of the Network is in jurisdiction of the Board, through Executive Director, who is obliged to prepare them in accordance with the regulations on accounting and auditing and to provide it timely to the Board of the Network. The Board shall submit financial statements with their opinion to the General Assembly for approval.

ARTICLE 25

For all matters which are not regulated by this Statute shall apply directly the Law on Associations.

ARTICLE 26

These statutes shall enter into force upon approval at the Assembly of the Network held on 29 November 2016.

In Belgrade
29 November 2016

Chairman of the General Assembly
Vladan Golubović