

# Statutes of RFSU

*Revised and adopted by the 2019 Congress*

## Table of contents

1	Organisation	2
2	Purpose	2
3	Membership	2
3.1	Individual Member	2
3.2	Organisational Member	2
3.3	Membership Fees	2
3.4	Termination of Membership	2
3.5	Exclusion and Disciplinary measures	2
4	Congress	3
4.1	Distribution of Representatives	3
4.1.1	Eligibility for Selection as Representative	3
4.2	Rights at Meetings	3
4.3	Decisions at Congress	4
4.4	Agenda at Congress	4
5	Extraordinary Congress	4
6	Nomination Committee	5
7	Eligibility for Selection	5
8	Association Board	5
9	Chairpersons' Conference	5
10	Administration	6
11	Audit	6
12	Local Associations	6
12.1	Organisation	6
12.2	Annual Meeting	6
12.3	Extraordinary Annual Meeting	7
12.4	Local Association's Nomination Committee	8
12.5	Eligibility for Selection in Local Association	8
12.6	Local Association Board	8
12.7	Local Association's Administration	8
12.8	Local Association's Auditors	8
12.9	Dissolution of Local Association at its own Request	8
13	Amendment of the Statutes	9
14	Dissolution of RFSU	9

## **1. Organisation**

The Swedish Association for Sexuality Education (RFSU) is an independent non-profit member-based organisation with no partisan or religious affiliations.

## **2. Purpose**

RFSU's purpose is to use knowledge, joy and engagement to work on behalf of everyone's right to be, to choose and to enjoy. We work locally, nationally and internationally for sexual and reproductive health and rights, i.e. every single person's equal opportunities, rights and conditions for secure, satisfactory sexuality and to be able to have determination of their own body without force, violence or discrimination.

## **3. Membership**

### **3.1. Individual member**

A person who supports RFSU's statutes may become an Individual Member of RFSU. A person becomes an individual member of RFSU by paying a fixed membership fee. Individual members are organised in RFSU's local associations.

### **3.2. Organisational Member**

A non-profit organisation that supports RFSU's statutes may be granted membership as an Organisational Member of RFSU.

An organisation becomes an organisational member of RFSU by paying the membership fee and The Association Board approving membership.

### **3.3. Membership Fees**

Membership fees are set by The Congress.

### **3.4. Termination of Membership**

Membership is terminated through failure to pay the membership fee, withdrawal or exclusion.

Notice to withdraw is requested in writing.

### **3.5. Exclusion and Disciplinary measures**

If a member has acted in breach of RFSU's statutes or harmed RFSU's activities or reputation, The Association Board may remove the member from assignments within RFSU and/or exclude the member from all or parts of RFSU's activities. If this involves an honorary position regulated in the statutes that has been delegated by the congress, the matter must be dealt with by The Congress.

Should the matter occurred be of a serious nature, The Association Board may exclude the member.

A decision on measures as described above shall be explained. Before The Association Board makes a decision, the member and any local association concerned shall be given written notice and at least two weeks' time in order to make a statement.

## **4. Congress**

The Congress is held every other year, no later than the second weekend in July.

A written invitation to the congress shall be received by members and local associations no later than 150 days before The Congress.

The invitation shall specify the rules on motions and the deadline for registering a representative for the congress. Documents for the congress, such as Proposals, Motions with statements by The Board, Annual report, Financial report, Auditors' report and Proposals from The Nomination Committee, must be sent out no later than 30 days before The Congress.

Motions must shall have been received by the Association Board no later than 90 days before the congress. Minutes from the congress must be available to the newly elected and departing Association Board, members, local associations and auditors no later than 120 days after The Congress.

### **4.1. Distribution of Delegates**

Each local association has the right to two delegates. In addition to this, 30 additional delegates are distributed proportionally between the local associations. The base data used for distribution is the number of individual members at the end of the previous year.

Each organisational member has the right to one delegate.

#### **4.1.1. Eligibility for Selection as Delegate**

An individual member or a representative of an organisational member can be selected as a delegate. An individual who is centrally or locally employed by RFSU or is a member of the Association Board may not be selected as a delegate.

### **4.2. Meeting Rights**

All members have the right to raise a motion, attend and make their statements.

Delegates also have the right to make a proposal and vote.

A person raising a motion who is not a representative have the right to make a proposal in connection with the handling of their own motion.

Auditors have the right to attend, make statements and present propositions.

### **4.3. Decisions at congress**

The congress is quorate if at least half of all registered delegates are present. A (simple) majority of all attending delegates shall constitute the quorum for the transaction of business.

Proxy voting is not allowed.

Decisions shall be made by means of a simple majority of the votes cast at the assembly, except in matters regulated in paragraphs 13 and 14.

A decision on the disposal of a large proportion of RFSU's assets can only be made if the proposal has been considered and approved by the Association Board.

If there is an election of an individual, there shall be a secret ballot if anyone requests this.

In the event of a tied vote, there shall be a re-ballot. Should the vote continue to be tied, the matter shall be decided by the drawing of lots.

The election of an individual requires at least half of the votes lodged. If a majority is not achieved, a new vote takes place among those who were not selected.

### **4.4. Agenda at Congress**

In addition to the formalities, the following matters must be dealt with at the congress:

- The Association Board's annual report
- The Association Board's financial report
- The Auditors' Reports
- Adoption of the income statement and the balance sheet
- Discharge from liability for the Association Board
- Confirmation of membership fees
- Business plan and Economic policy
- Propositions
- Motions
- Election of:
  - Chair of the Association
  - Members of the Association Board
  - Nomination Committee
  - Auditors

## **5. Extraordinary Congress**

An extraordinary congress shall be held if the Association Board so decides or if at least half of the local associations request this.

A written invitation shall be sent out no later than 60 days before the extraordinary congress. The agenda and documents relating to matters to be dealt with at the extraordinary congress must be sent out no later than 30 days before the extraordinary congress.

Only those matters specified in the invitation may be dealt with at the extraordinary congress.

## **6. Nomination Committee**

The congress selects a nomination committee with five members and three deputies.

The nomination committee shall prepare the election of the Chair of the Association, other members of the Association Board, auditors and deputy auditors.

Guidelines for the nomination committee shall be adopted by the Congress.

The Chairpersons' Conference shall prepare proposals for a new Nomination Committee.

## **7. Eligibility for Selection**

An Individual member of RFSU may be selected for an honorary position. An individual who is centrally or locally employed by RFSU may not be selected for an honorary position.

The authorised public accountant does not need to be a member of RFSU.

## **8. Association Board**

The congress selects an Association Board with a Chair of the Association, as well as at least eight and no more than twelve members.

The Association Board is responsible for leading and developing RFSU in accordance with the statutes and decisions of congress.

The Association Board prepares decisions for and appoints the Boards of Directors for RFSU's companies and foundations.

The Association Board shall meet when so requested by the Chair or by at least one third of Board members.

The Association Board is quorate when at least half of the members are present.

Decisions by the Association Board shall be made by a simple majority. In the event of a tie, the Chair shall have the casting vote.

## **9. Chairpersons' Conference**

The purpose of the Chairpersons' Conference is to support the Chairs of the local associations in their undertakings and to be a discussion partners for the Association Board.

The Chairpersons' Conference consists of the Chairs of the Local Associations.

The Chairpersons' Conference has the right to make proposals to the Association Board.

Decisions on proposals to the Association Board and the preparation of the

nomination committee are made by a simple majority. At least half of the Chairs of the Local Associations must take part in the decision.

## **10. Administration**

The fiscal year of RFSU is the calendar year.

RFSU's signatories are the Association Board or parties designated by the Association Board.

## **11. Audit**

The Congress selects two auditors and two deputy auditors, as well as one authorised public accountant and one deputy authorised public accountant. The Auditors must examine the activities and financial administration of the Association Board.

Guidelines for the work of the auditors are adopted by the Congress.

## **12. Local Associations**

### **12.1. Organisation**

Activities at a local level are run within Local Associations.

A Local Association shall consist of at least five members. Members organised in the Local Association are called Local Association Members.

The foundation of a Local Association and its name shall be established by the Association Board.

RFSU's statutes shall apply to the Local Association. The Association Board may authorise local adjustments.

A Local Association is responsible for carrying out local and regional work in accordance with these statutes, Congress decisions and the decisions at the Local Association's Annual Meeting.

Should If the Association Board consider finds that a Local Association is not operating in a responsible and acceptable manner or is acting in breach of the statutes, the Association Board is entitled to take a decision on compulsory administration or dissolution of The Local Association.

### **12.2. Annual Meeting**

The Annual Meeting is the Local Association's ultimate decision-making body.

The Annual Meeting is held every year, no later than 1 March. If the meeting is not held in time, the Association Board may convene an Annual Meeting.

Each member of RFSU shall have the right to attend the Annual Meeting.

Each Local Association Member shall also have the right to make statements, to put forward proposals and to vote at The Annual Meeting, as well as the right to raise a motion at The Annual Meeting.

Decisions shall be made by simple majority. In case of a tie, the matter shall be decided by drawing lots.

Decisions on matters not included in the agenda shall require the affirmative vote of at least two-thirds of the votes cast on that matter.

The invitation to The Annual Meeting, including its agenda, must be sent out to local association members no later than 30 days before the meeting.

Motions for an Annual Meeting must have been received by The Local Board no later than 20 days before the meeting.

The Annual report, Financial report, Auditors' report, Board's proposals, motions with the Board's statements and the nomination committee's proposals must be available to local association members no later than 14 days before the meeting.

In addition to the formalities, the following matters must be dealt with at The Annual Meeting:

- The Local Association Board's Annual report
- The Local Association Board's Financial report
- The Auditors' report
- Adoption of the income statement and the balance sheet
- Discharge from liability for The Local Association Board
- Business plan and Economic policy
- Proposals
- Motions
- Election of:
  - Chair
  - other Board members
  - Nomination committee
  - Auditor
  - Congress delegate and deputy delegates, ranked in descending order (only for years when RFSU holds an Congress)

### **12.3. Extraordinary annual meeting**

An Extraordinary Annual Meeting shall be held if so decided by The Local Association Board or if so requested by at least one third of The Local Association Members.

The same individuals shall have the same right to attend, raise a motion, make a statement, put forward a proposal and to vote as they have at annual meetings.

The invitation to an Extraordinary Annual Meeting shall be made available to members no later than 14 days before the meeting.

The agenda and documents shall be made available no later than 7 days before the meeting.

Only those items included in the agenda may be dealt with at an Extraordinary Annual Meeting.

#### **12.4. Local Association's Nomination Committee**

The Annual Meeting shall select a nomination committee with at least two members, one of whom shall be the convenor.

The Nomination Committee shall prepare the elections that take place at The Annual Meeting.

#### **12.5. Eligibility for Selection in The Local Association**

A local association member may be selected for an honorary position. Membership of RFSU is sufficient for selection for The Nomination Committee. An individual who is nationally or locally employed by RFSU may not be selected for an honorary position.

The authorised public auditor does not need to be a member of RFSU.

#### **12.6. Local Association Board**

The Annual Meeting selects The Local Association Board comprising the Chair and at least two board members. The Local Association Board is responsible for leading and developing The Local Association in accordance with the statutes and decisions of the Congress and The Annual Meeting.

The Local Association Board is quorate when at least half of the members are present.

Decisions by the local association Board shall be made by simple majority. In case of a tie, the Chair shall have the casting vote.

#### **12.7. Local Association's Administration**

The fiscal year of The Local Association shall be the calendar year.

The Local Association Board shall appoint at least three authorised signatories. No fewer than two local association board members shall have a joint right to sign on behalf of the organisation.

#### **12.8. Local Association's Auditors**

The Annual Meeting selects at least one auditor.

Should an authorised public accountant be required, the authorised public accountants appointed by RFSU shall be given precedence.

The Auditors shall examine the activities and financial administration of The Local Association.

The Association Board may decide on audits to local associations.

#### **12.9. Dissolution of Local Association at its own Request**

The dissolution of The Local Association shall be approved by simple majority at two consecutive annual meetings, of which at least one must be a regular annual meeting.

Should a local association be dissolved, the local association's documents and assets shall be disposed of in a way approved by RFSU's Association Board.

### **13. Amendment of these Statutes**

Amendments to these statutes – with the exception of paragraphs 13 and 14 – shall require a favourable decision by at least two-thirds of the votes on the matter at the assembly.

Amendments to paragraphs 13 and 14 requires a favourable coherent decision by two-thirds of the votes on the matter at two consecutive congresses, at least one of which must be a regular Congress.

At least eleven months shall have pass between the assemblies required for considering amendments to paragraph 14.

### **14. Dissolution of RFSU**

The dissolution of RFSU shall require a coherent decision by two-thirds of the votes on the matter at two consecutive congresses, at least one of which must be a regular Congress.

In addition, at least eleven months shall have passed between the congresses required for this matter. In the event of dissolution of RFSU, RFSU's documents and assets shall be appropriately disposed of in accordance with paragraph 2 by means decided by the Congress. No member(s) may claim any part of the RFSU's assets.