

Based upon Article 11 of the Law on Organizations (National Gazette 88/01, 11/02) Article 18 of the By-Laws, the PRONI Centre for Social Education, Osijek, on its annual Assembly held on April 8<sup>th</sup> 2010 has brought the new

## **BY - LAWS**

of the

### **PRONI Centre for Social Education - Osijek**

#### **I GENERAL PROVISIONS**

##### **Article 1.**

PRONI Centre for Social Education (further in referred to as Centre) is a non-governmental, non-profit and non-party association, established for the purpose of organizing and performing education within the domain of beneficial social work with the youth, aiming to developing and supporting voluntary work of active citizens.

It also supports evolvment of a net of services, intending to protect and develop psychical and mental capabilities of the population, at first place within the territory of the Republic of Croatia, but abroad too.

##### **Article 2.**

The integer title of the Centre is:

PRONI Centar za socijalno podučavanje – Osijek.

The title of the Centre in the English language is:

The PRONI Centre for Social Education.

The seat of the Centre is in the city of Osijek. The Steering Board of the Centre brings the decision on the seat address changes.

The Centre develops its activities throughout the territory of the Republic of Croatia.

##### **Article 3.**

The Centre has the capacity of a legal person having the rights, obligations and responsibilities out of the Constitution and Law of the Republic of Croatia, as well as out of these By-Laws.

The Centre is represented and presented by the President of the Centre, Vice-President of the Centre or Executive director of the Centre, with equal impact.

In case the President, Vice-President and Executive director of the Centre are impeded, the Steering Board of the Centre designates a person as temporary authorised for representing the Centre.

##### **Article 4.**

The Centre has its trade mark. The Centre's trade mark is a couple of hugged children.

#### **Article 5.**

The Centre has its 35 mm diameter round shaped stamp, in a middle of which there is a couple of hugged children and along the edges there stands a title *Centar za socijalno podučavanje PRONI* (Centre for Social Education PRONI).

### **II OBJECTIVES, WORKS AND ACTIVITIES**

#### **Article 6.**

All actions of the Centre should explicitly have a non-party character and do not promote detached political programmes. The Centre promotes the principles of creative, peaceful, democratic education and activity in solving tensions, conflicts and social problems in general.

#### **Article 7.**

In its activity, the Centre implements cooperative, participative and inter-active educational methods.

#### **Article 8.**

The activity objectives of the Centre are:

- to educate persons who want to work with young people per models of EU countries;
- to ensure for the youth educative visits to East Croatia, visits to other territories of the Republic of Croatia and abroad;
- to encourage and develop educative, cultural and social exchange of stake holders between Republic of Croatia and other countries and to cooperate and get in contact with other associations and institutions having similar objectives and work methods;
- raising awareness and empowerment of individuals for taking over an active role in positive social changes, through civil society development.

### **III THE WORK OPENNESS TO THE PUBLIC**

#### **Article 9.**

The activity of the Centre has a public character and is open to all people of good will, regardless to their national, religious or any other commitment.

#### **Article 10.**

With a purpose of ensuring principles of the work openness to the public, the Centre ensures the accessibility to the association's work to all members and the interested public. The work openness to the public is accomplished through meetings, as well as public presentations with

a purpose of promoting the fundamental values of the Centre, through conferences for journalists and leaflets, bulletins and web site of the Centre.

#### **IV PROVISIONS ON MEMBERSHIP**

##### **Article 11.**

Members of the Centre can be individuals and legal persons. The collective members to the Centre are legal persons, i.e. associations. The membership to the Centre might be the active based one, supporting one and honorary one.

As active members are considered those who, by their presence and activities, actively contribute to the achievement of the Centre's objectives. Supporting members are individuals and legal persons who are supporting the work of the Centre by promoting its activities or by any form of assistance. Honorary membership might achieve the ones having special credits in development or congenial activities of the Centre - and such honorary members are determined by the Centre's Assembly.

##### **Article 12.**

Any citizen of the Republic of Croatia might become individual member of the Centre, as well as any other foreign citizen being a resident in the Republic of Croatia and legal person through its representative, by its active participating within the Centre's activities, accepting principles and By-Laws of the Centre, and by signing the Centre's membership application form.

##### **Article 13.**

Members of the Centre are obliged to attend the meetings of the Centre and participate in the programmes which contribute to accomplishment of the principles and objectives of the Centre. Active members are obliged to pay the annual membership fee; contrary to that, they turn to be supporting members.

The members have the right to vote and to be elected to the Centre's bodies.

##### **Article 14.**

The member of the Centre might, at its own discretion, resign out of the membership due to its personal reasons.

The membership is automatically ceased if it has not been renewed within the span exceeding a five-year period.

The member might be excluded out of the membership in case of acting contrary to the principles of the Centre. The exclusion out of the Centre might be suggested by any of the Centre's member, and the final decision on it should be brought by the Assembly.

### **Article 15.**

The Centre is represented by the inmembers and employees throughout their public actions and statements, and towards official organizations and institutions, the Centre is presented and represented by its President, i.e. by the Vice-President in case of the President's impendance. The President and Vice-President take over all rights and obligations of the Centre as legal persons in a legal trade issue.

## **V MODE OF ORGANIZATION ISSUE AND WORK OF THE CENTRE**

### **Article 16.**

The Centre is organized and operates through the Assembly and the Steering Board, as well as through activities of the Centre's employees and volunteers.

### **Article 17.**

The Assembly is consisted of all active members to the Centre and representatives of the legal persons.

The meetings of the Assembly might also be attended by supporting and honorary members to the Centre, but having no right to vote within the decision making process.

The Assembly gathers as necessary and at least once in a twelve-month period. The Assembly is convened by the President of the Centre/Steering Board, per the decision of the Steering Board of the Centre, or when requested so by at least ten members of the Centre.

### **Article 18.**

The Assembly of the Centre brings the By-Laws, amendments and supplements to the By-Laws, elects and relieves the President, Vice-President, members to the Steering Board and appoints honorary members of the Centre. The Assembly might revoke members to the Steering Board individually or in its entirety even prior to the mandate expiration in case the same failed in performing their obligations. The Assembly brings the programme documents, guidelines for the work and financial plans for a subsequent twelve-month-period. It confirms annual reports on work and operations of the Centre.

The Assembly brings decisions by majority votes of the attending members, by presence of the over moiety of the Assembly members.

### **Article 19.**

The Steering Board runs the Centre between meetings of the Assembly; all members of the Steering Board should be the members of the PRONI Centre, but the over moiety should be consisted of individuals not being the employees of the Centre.

The Steering Board of the Centre is consisted of the President of the Centre/Steering Board, representative of the beneficiaries, and of five members. The meetings of the Steering Board of the Centre should be convened by the Centre's President/Steering Board, i.e. if the same is being impeded, by any member of the Steering Board.

It meets per necessity issue, but at least once in a three-month-period.

The Steering Board brings decisions on all professional functions within the Centre and appoints the Executive director of the Centre.

The Steering Board has the task of continuous follow up of the Centre's work: it supervises social education of the students; it approves projects, supervises achievement of sub-projects and controls the reports, submitting them to the President, approves financial facilities for the pending business operations of the Centre and determines the membership fee.

The Steering Board brings up decisions by over moiety of the participants, in the presence of at least five members.

The Centre Steering Board's mandate lasts for two years.

The work of the Steering Board is voluntary based.

#### **Article 20.**

President of the Centre/Steering Board and Vice-President of the Centre are elected for the two-year period.

Executive director is appointed by the Steering board for a four-year period.

The President of the Centre, Vice-President of the Centre or Executive director of the Centre represent and present the Centre in public with equal impact.

The President of the Centre/Steering Board's authorities are: to be permanently in contact with members to the Steering Board, donators and other organizations, as well as with government authorities, signing the reports, financial reports and documents, grant of support in the sphere of theoretical organizing the strategy and plans of the Centre.

#### **Article 21.**

Vice-President of the Centre is a member of the PRONI Centre for Social Education, and is elected for the one-year period. Vice-President represents the Centre in public, runs the Centre between meetings of the Assembly, keeps permanent contacts with members to the Steering Board, sponsors and similar organizations and governing authorities. S/he is the signatory of reports, financial reports and documents. Vice-President helps forming the strategy and plans of the Centre.

Executive director of the Centre is permanently employed in the Centre, appointed by the Steering board for a four-year period. Executive director's mandate is terminated automatically with employment termination or per decision of the Steering board of the Centre. Executive director represents and presents the Centre in public; s/he is the signatory of reports, financial reports and documents, as well as other documents important for every day functioning of the organisation. S/he manages the personnel, and helps forming the strategy and plans of the Centre.

#### **Article 22.**

Decisions of the Steering Board perform a Management Team elected by the Steering Board for the unlimited period of time up to the employment termination. The Management Team members submit reports to the Steering Board which relate to all of the aspects of the Centre's functioning.

## **VI CAPITAL EQUIPMENT AND PROPERTY OF THE ORGANIZATION ASETS**

### **Article 23.**

The assets of the Centre are comprised of: cash assets, real estate, movables and property rights achieved by the Centre in a lawful manner.

### **Article 24.**

The Centre acquires the capital equipment out of donations granted by individuals and organizations, by sponsorship, donations out of the government budget, budget of the Counties and towns, from grants and gifts, by to the associations allowed activities, membership fees and other sources pursuant to the law.

### **Article 25.**

Decisions on spending the financial facilities are brought by the Steering Board. Both the President and Vice-President are authorised to sign invoices up to a maximum limit determined by the Steering Board. In cooperation with the accountant, they submit regular monthly, three-month-based and annual reports to the Steering Board and Assembly.

## **VII FINAL PROVISIONS**

### **Article 26.**

The decision on cease of the Centre's existence should be brought by the Centre's Assembly in case it appraises there exists no need for further work or the conditions for its operation appear to be absent.

In such a case the Steering Board of the Centre shall bring the decision on the procedure regarding the remaining property, in such a way as to return it to donators or donates the same to legal persons, organizations or institutions whose principles and practice of operations are in consent with the principles and operations of the Centre.

### **Article 27.**

This By-Laws comes into force on the date as of being brought, so the By-Laws brought as of March 13<sup>th</sup> 2009 cease to be valid.

In the city of Osijek, April 8<sup>th</sup> 2010

On behalf of

**The PRONI Centre for Social Education**  
*Goran Jelenić, Vice-President*