

Statutes for Pax et Bellum

Student association of the Department of Peace and Conflict Research at Uppsala University
Adopted at the constituent meeting October 12, 1994; Last revised at the Member Meeting
27.05.2009

I. General

§1 Purpose

Pax et Bellum is a non-profit student association, without religious or political connections, seated in Uppsala and under Swedish jurisdiction. The purpose of the association is to promote the interest in and the study of peace and conflict issues as well as increasing the flow of information within and outside the Department of Peace and Conflict Research, thereby increasing the interaction between students at different levels, PhD students, teachers and employees of the department and the interested public outside the department.

II. Membership

§2 Conditions of membership

2.1 Everybody who is interested in the association's work, who notified the Board in writing and who paid the membership fee is a member. The existence and amount of the membership fee is decided by the Annual General Meeting as outlined in §9.

2.2 Membership is valid until the end of the association's year.

2.3 Membership can be renewed by the same procedure as in 2.1.

§3 Rights

Every member has the right to vote according to the procedures specified in the statutes and is eligible for all the association's posts.

§4 Withdrawal

4.1 Withdrawal of membership can be announced in written form to the Board at any time. It takes immediate effect.

4.2 Deceased members are considered to have withdrawn their membership.

§5 Expulsion

5.1 Members can be expelled from Pax et Bellum should they have violated substantially the present statutes. Expulsion is declared by an Annual General Meeting or an Extraordinary Annual Meeting after proposition of the Board. The accused person has the right to defend her-/himself during the meeting in written or oral form according to his or her choice. Before the Board may propose the expulsion of a member to the General Meeting, the auditor has to examine whether the member's violation of the statutes is to be considered substantial.

5.2 An expulsion has to be declared by a 2/3 majority of voting members.

5.3 If the Annual General Meeting decides that there is to be a membership fee and a member has not paid the membership fee despite two written notices, the Board may decide upon her/his expulsion.

§6 Honorary membership

6.1 Eligible as honorary members are people who have made important achievements for peace and security in general and/or who have made important contributions to Pax et Bellum.

6.2 Honorary members are appointed by an Annual General Meeting or an Extraordinary General Meeting after proposition by the Board.

6.3 Honorary members have the same rights as ordinary members, but they do not have to pay the membership fee.

III. Internal organisation, duties and responsibilities

§7 Internal organisation

7.1 The decision-making bodies of the association are:

- the Annual General Meeting
- the Extraordinary General Meeting
- the Board

7.2 Member meetings, when the Board decides so, may be part of the decision-making bodies.

§8 Voting Procedures

8.1 If nothing else is stated, a simple majority is required for decisions. Where the voting is even, the chairperson of the meeting has the casting vote, except for elections, which instead are decided by casting lots.

8.2 Simple majority means a majority in which the highest number of votes cast for any one candidate or issue exceeds the second-highest number, while not constituting an absolute majority.

8.3 If nothing else is stated, voting is by acclamation or show of hands as decided by the chairperson of the meeting.

§9 Annual General Meeting

9.1 The highest decision-making body of the association is the Annual General Meeting.

9.2 The Annual General Meeting is held annually in the end of the fall term, preferably in December, but no later than January 31.

9.3 The specific date and time of the Annual General Meeting is decided by the Board.

9.4 Summons to the Annual General Meeting have to be sent to all members' registered e-mail addresses as well as be posted at the Department of Peace and Conflict Research, at least 14 days before the Annual General Meeting.

9.5 Members who wish to add a bill to the agenda have to send it at least seven days before the Annual General Meeting.

9.6 Members who have achieved membership status at least 21 days before the Annual General Meeting have the right to attend the meeting and vote. Members need to be physically present during the casting of votes in order to have the right to vote. The Board does not have the right to vote on the question of the Board's freedom of liability. Non-members can be granted the right to attend the meeting by the Annual General Meeting's decision.

9.7 All members, regardless of duration of membership, can be elected to the Board or other elected posts. There is no membership requirement for the post of Auditor.

9.8 At the Annual General Meeting the following points are to be treated and added to the protocol:

1. Election of chairperson of the meeting, meeting secretary and two members to check the minutes and count the votes. The present Board should propose a candidate for the chairperson of the meeting.

2. Establishment of whether the meeting summons were according to the statutes.

3. Establishment of electoral register.

4. Approval of the agenda.

5. The Board's programme review of the preceding year. The programme review includes a review on organised events, established and continued cooperation with other organisations as well as important Board decisions and decisions of the Member Meetings.

6. The Board's financial report.

7. Auditor's report of the Board's management for the preceding year.

8. Question of the Board's freedom of liability for the preceding year.

9. Establishment of the membership fee.

10. Establishment of a budget plan for the coming year as prepared by the resigning Board.

11. Suggestion of a program plan and other recommendations by the resigning Board.

12. Treatment of the Board's suggestions as well as bills received within the designated time limit.

13. Election of the Board.

14. Election of the Auditor.

15. Election of Election Board.

16. Other eventual elections for the coming year.

17. Other questions.

§10 Extraordinary General Meeting

10.1 An Extraordinary General Meeting can be requested at any time, as long as it is at least 14 days after the Annual General Meeting.

10.2 An Extraordinary General Meeting can be requested by at least 1/4 of the Board members, however at least three board members are required. It can also be requested by the auditor, or by at least a tenth of the members, however at least ten members are required.

10.3 What is prescribed in §9 also applies to the Extraordinary General Meeting, including a re-election of the entire Board.

§11 Member Meeting

11.1 If the Board decides that a Member Meeting is to have decision-making status, summons to the Member Meeting have to be sent to all members' registered e-mail addresses as well as be posted at the Department of Peace and Conflict Research, at least 14 days before the meeting.

11.2 If one or more board members have left the Board, it is recommended to hold a Member Meeting in the beginning of the fall term, preferably in September, in order to elect new board members for the vacant positions.

§12 The Board – composition and responsibilities

12.1 The Annual General Meeting elects a Board consisting of at least five and at most eleven people with a mandate period until the next annual meeting. The Board consists of at least the following posts:

- Chairperson
- Vice Chairperson/Head of Activities
- Treasurer
- Head of Public Relations and Information
- Secretary

12.2 A central responsibility of all board members is their presence at board meetings. If a board member is unable to attend board meetings during a longer period of time, he or she may consider resigning for the remaining mandate period in order to enable a well-functioning Board.

12.3 A majority of the board members should preferably be employees or students at the Department of Peace and Conflict Research at Uppsala University.

12.4 The Board meets according to its own decision. Other persons can be called in to the board meetings if the Board decides so.

12.5 The Chairperson of the association leads the board meetings. If the Chairperson is unable to attend a meeting, the Vice Chairperson/Head of Activities takes the place as chairperson of that meeting.

12.5 The Board can take decisions when at least half of the board members are present. In the first board meeting after its election, the Board decides on its rules of procedure.

12.6 If a board member decides to resign, this is done in form of a written statement to the Chairperson. In case of the entire board or the Chairperson resigning, this is done in form of a written announcement to the members.

§13 The Chairperson

13.1 The Chairperson is the official representative of the association. The Chairperson leads the association's negotiations and work, and oversees that the statutes, as well as other binding rules and decisions of the association, are followed.

13.2 The Chairperson holds signatory power in all matters.

13.3 If the Chairperson plans to be absent longer than two weeks, she or he arranges with the Vice Chairperson/Head of Activity how her/his duties are fulfilled during this period.

13.4 If the Chairperson is, for any other reasons, unable to fulfil his/her duties, the Board can decide that the Vice Chairperson/Head of Activities takes over.

§14 The Vice Chairperson/Head of Activity

The Vice Chairperson/Head of Activities has the overall responsibility for Pax et Bellum's activities and is the head of an eventual Activity Group.

§15 The Treasurer

15.1 The Treasurer is responsible for the following:

- Overseeing that membership payments and other fees are paid
- application for grants from the state, municipality, student union and other available grants
- collection of claims and payment of expenses of the association, as well as keeping verifications for these transactions
- bookkeeping of the association, including keeping a financial record in line with good accounting practices and establishing balance and result reports for the Annual General Meeting.

15.2 The Treasurer has signatory power in all financial matters.

§16 The Head of Public Relations and Information

16.1 The Head of Public Relations and Information shall inform the public about the activities of the association.

16.2 She or he is responsible to continuously update the website and send the newsletter.

§17 The Secretary

The Secretary is responsible for the following:

- writing the minutes of the Board meetings
- writing program reviews for each semester
- the updating of the member list
- the association's archive, including signed copies of all minutes and reports.

§18 The Board – Obligations and Rights

18.1 The Board is responsible for making sure that the association is run in accordance with its purposes. The Board has the right to make decisions regarding all organisational matters that are not explicitly assigned to another instance by the present statutes.

18.2 Member Meetings can assign decisions on an individual matter to another instance than the Board, but cannot, except through an amendment of the statutes, in a general or permanent way limit the decisional capacity of the Board.

18.3 The Board reports its activities to the association's members. In particular, the Board presents to the Annual General Meeting a program review and a financial report of the concluding activity year.

18.4 Signatory power for the association is held jointly by and on behalf of the Board. For financial matters, signatory power is held solely by the Chairperson and the Treasurer.

§19 Auditor

19.1 The Annual General Meeting elects an Auditor and a Substitute Auditor with the responsibility to review the finances of the association. The mandate period is one year.

19.2 In case there is no suitable candidate for the Auditor's substitute, the activities of the association may continue until a suitable candidate is found.

19.3 The Auditor controls the association's financial activities and reports in written form the annual general meeting.

19.4 If the Board envisages the expulsion of a member of the association, the Auditor examines whether the member's violation of the statutes is to be considered substantial before the Board may propose the member's expulsion to the Annual General Meeting.

19.4 The Auditor and the Substitute Auditor do not need to be members of the association.

§20 Election Board

20.1 The Annual General Meeting elects an Election Board consisting of two persons. The mandate period is one year.

20.2 The Election Board's responsibility is to recommend one suitable candidate for each position of the Board.

20.3 It is required that the Election Board publicly announce that they are looking for candidates for the Board at least 30 days before the annual general meeting.

IV. Miscellaneous

§21 Finances

21.1 The financial year shall be from 01/01 until 31/12.

21.2 The budget is established by the Annual General Meeting

21.3 The membership fees are only decided upon by the Annual General Meeting.

21.4 Pax et Bellum is only liable with its own funds. A personal liability of its members is excluded.

§22 Modifications of the statutes

For modifications of the statutes to be adopted a simple majority is required at two subsequent Annual General Meetings.

§23 Dissolution

23.1 Proposal of dissolution of the association must be sent by email to the members in connection to the summons to an Annual General Meeting and shall be posted at the Department of Peace and Conflict Research of the University of Uppsala.

23.2 The association is dissolved by a 2/3 majority at two subsequent Annual General Meetings.

23.3 If, at a final decision in favour of dissolution and after the final settlements of all outstanding debts, any organisational funds remain, these shall befall the Folke Bernadotte Academy.