

Based on Article 18 and 23 of the Law on Associations and Foundations ("Official Gazette of the Republic of Macedonia" No. 52/2010), the Assembly of the Constituent Assembly held on 05.12.2019 . brought the following:

## **Statute of ASSOCIATION CENTER FOR RESEARCH AND ANALYSIS NOVUS Strumica**

### **1. General provisions**

#### **Article 1**

Citizens' Association Center for Research and Analysis NOVUS from Strumica is a voluntary, non-profit, non-governmental, non-partisan association of citizens, established by free association of citizens to achieve, protect and harmonize their interests and beliefs for the promotion of civil society and local communities, as and for performing activities and activities for encouraging moral values, raising the collective consciousness , strengthening the interethnic relations and economic development in the territory of Macedonia and beyond, as well as protection of basic human rights and freedoms, in accordance with the Constitution and the Law .

#### **Article 2**

This Statute of the Association of Citizens Center for Research and Analysis NOVUS from Strumica (hereinafter the Association) determines:

- name and seat,
- the goals of the association,
- the activities with which the goals are achieved,
- the manner of deciding on membership, exclusion and termination of membership in the association,
- the rights, obligations and responsibilities of the members,
- the type of bodies and their composition, the manner of election and dismissal, the duration of the mandate of the members in the bodies and the manner of decision-making,
- legal representation,
- the manner of acquiring and disposing of the funds,
- the manner of submitting financial and other reports,
- the manner of achieving publicity and accountability in the work,
- the manner of adopting, amending and supplementing the statute,
- the manner of deciding on status changes and termination of the association,
- the manner of adopting plans and programs,

- handling the assets and / or property in case of termination of the association and
- other issues determined by law.

### **Article 3**

The name of the Association is Association Center for Research and Analysis NOVUS Strumica. The association also has an English name which reads Center for research and analyzes NOVUS.

### **Article 4**

The headquarters of the Association is in the municipality of Strumica at the address st . " Vasil Surchev " no. 56 Strumica.

### **Article 5**

The association will act on local, regional, national and international level in accordance with the interests and legal regulations.

Internal records of the members of the Association are kept according to unique forms.

### **Article 6**

Citizens' Association Center for Research and Analysis NOVUS from Strumica has the capacity of a legal entity with rights, obligations and responsibilities arising from this Statute and legal regulations.

### **Article 7**

The association has its own seal and stamp.

The seal is round and contains the name of the association in Macedonian language in Cyrillic alphabet, and in the middle is the logo of the Association.

The stamp of the Association is rectangular with Cyrillic alphabet.

### **Article 8**

The association will have its own bank account, registration and tax number.

## **2. Goals and tasks of the Association**

### **Article 9**

The citizens are united in the Association for the realization of a wider common interest.

**The mission** of the association is to improve and increase the overall social position of citizens and youth, raising collective awareness, respect and implementation of European values and human rights and conducting socio-economic policy.

**The main goals and tasks** of the Association are:

- Encouraging the business sector to intensify cooperation and relations with young people ;

- Improving and increasing the intellectual capacity of young people ;

- Improving the social and economic situation of the citizen ;

- Nurturing feelings for mutual assistance in the community and raising collective awareness ;

- Affirmation of basic human rights and freedoms;

- Encouraging young people to unite in truly independent associations, outside of party influences ;

- Initiating diversity, discussions and creating critical awareness among young people ;

- Elimination of hate speech and ethnic, religious and political differences about dream ;

- Encouraging, integration, and inclusion in the community of marginalized categories of citizens;

- Promoting diversity and gender equality in the community;

- Increasing youth mobility;

- Identifying social and economic problems of the citizens and solving them ;

- Scanning the needs of young people in the field of youth issues and cultural life and their information;

- Preparing young people to achieve their goals ;

- Promoting voluntarism and internship ;

- Promoting the European values, standards and principles ;

- Integration and socialization of marginalized groups of young people in the society.

## **Article 10**

The association with a special decision can form a joint stock company, a limited liability company and another form, in accordance with the Law on Trade Companies of the Republic of Macedonia.

The association works on the basis of a work plan and program.

## **Article 11**

The association achieves its goals and tasks through an established work program, through the following activities:

- organizing specific program activities;

- Implementation of joint projects;

- organizing conferences, seminars, trainings and other activities;



- Encouraging initiatives with the competent bodies and institutions in order to achieve the goals of the Association;
- Mediation;
- performs other activities provided by this Statute;

### **3. Membership**

#### **Article 12**

A member of the Association of Citizens Center for Research and Analysis NOVUS Strumica can be any adult citizen, citizen of the Republic of Macedonia and / or a foreigner, who will voluntarily join the Association by giving a written statement.

A minor under the age of 14 joins the association by giving a signed statement of consent to his / her legal representative for membership, in accordance with the Law.

Persons with limited legal capacity or who have been completely deprived of legal capacity may be members of the association by giving a signed statement of consent to its legal representative for membership, in accordance with the Law.

The membership of the Association is done with an application form.

Citizens' Association Center for Research and Analysis NOVUS from Strumica keeps a membership register for its members which is updated once a year.

The association guarantees the anonymity of the personal data of the members if they request it.

#### **Article 13**

The member has the right to participate in the work of the Association, to contribute to the development, promotion and popularity of the Association, to voluntarily give up membership, to express his views on questions. The right to be elected is limited to minor members.

#### **Article 14**

The members of the Association are obliged to:

- to respect the Statute,
- to attend the meetings, to submit data and reports on the work of the Association in achieving the goals of the Association
- to take an active part in the implementation of the Program of activities of the Association,
- to perform the activities envisaged by the Work Program .

#### **Article 15**

Membership in the Association can be terminated:

- at the request of the member of the Association,

- if it does not respect the Statute and the obligations arising from it,
- if it acts against the goals of the Association,
- if he does not pay the membership fee regularly,

#### **Article 16**

The association may join in other organizations or other forms of association of citizens' associations and non-governmental organizations, for the promotion and execution of joint activities, for harmonization and promotion of common interests in the area for which they are established, as well as for other issues of common interest.

### **4. The publicity of the work**

#### **Article 17**

The work of the Association of Citizens Center for Research and Analysis NOVUS from Strumica is public.

The publicity in the work is provided by regular reporting (to the members, other associations or the general public) on the work and activities of the Association, with insight in the implementation of the program tasks, by submitting a report on the work of the bodies of the Association, for material-financial work and more.

The press, radio, television and social networks and the public notice board are used to inform the members and the general public.

### **5. Financing the association**

#### **Article 18**

The association realizes funds from:

- membership fee,
- donations, voluntary contributions,
- gifts (in money, goods and property rights)
- state budget and local self-governments,
- providing services to other associations, organizations and institutions
- commissions from bodies, organizations,
- communities from other institutions,
- from companies and other legal entities;
- from other services (property rights, etc.),
- from other sources provided by the Law and the Statute

## **Article 19**

The use and disposal of the funds of the Association obtained on the basis of the previous article is done in a manner determined by this Statute and other legal norms, determined by the financial plan and based on valid documents.

## **Article 20**

The use and disposal of the funds is decided by the President and the Executive Board, in accordance with the competencies determined by this Statute, which take measures for economically complete use of the funds and for prevention and elimination of illegalities.

## **Article 21**

Citizens' Association Center for Research and Analysis NOVUS from Strumica adopts an annual financial plan for the revenues and expenditures of the Association.

The financial plan contains the income obtained under Article 16 of the Statute, as well as the expenses for the social activity, salaries of the employees, materials, operating expenses of the Association and other expenses related to the work of the Association. The financial plan can be changed at any time.

# **6. Bodies of the Association**

## **Article 22**

Bodies of the Association Center for Research and Analysis NOVUS from Strumica are:

1. Assembly
2. Executive Board

## **Assembly of the association**

## **Article 23**

The Assembly of the Association Center for Research and Analysis NOVUS from Strumica:

- adopts statute, program and other acts;
- adopts the annual work report and the financial report, ie the final account, as well as the directions and work plan and publishes them on the website of the association;
- submits a financial report to the competent body of the state administration, ie to the body of the municipalities, the municipalities in the City of Skopje and the City of Skopje in the cases when it uses funds from the Budget of the Republic of Macedonia, ie the budgets of the local self-government units ;
- decides on changing the purpose of the association;



- decides on the admission of new members and termination of membership;
- decides on the membership to be settled;
- elects bodies of the association;
- elects the President of the association;
- elects Vice President of the association ;
- decides on the status changes of the association;
- decides on the alienation of the property of the association;
- decides on termination or merger of the organization;
- performs other activities in accordance with the law, the statute and the general acts of the association.

#### **Article 24**

The Assembly works in sessions.

As a rule, the Assembly holds a session at least once a year. A session of the Assembly is convened by the President .

#### **Article 25**

Sessions of the Assembly are convened by the President of the Assembly on his own initiative.

Sessions of the Assembly are convened on the proposal of 1/2 of the total number of founding members of the Association.

If the President of the Assembly within 14 days after the request does not call, the session is convened by the one who initiated the proposal.

The President convenes and chairs the sessions of the Assembly, and in his absence the Vice President or another deputy appointed by them.

The manner of convening the sessions of the Assembly of the Association is determined by the Rules of Procedure of the Assembly.

#### **Article 26**

The Assembly can fully decide if more than one half of the total number of members is present.

The Assembly, as a rule, makes decisions by a majority vote of the members present.

The assembly is decided by public voting, but if necessary and on the proposal of 1/2 of the members / delegates, the voting can be secret.

The members of the Assembly should at all times have the goals and interests of the Association above the individual or special goals of any other party.

## **Article 27**

The Assembly decides by public voting, if this statute does not provide for certain issues to be decided secretly.

Each member of the Assembly has the right to one vote.

## **Executive Board**

### **Article 28**

The Executive Board of the Association of Citizens Center for Research and Analysis NOVUS from Strumica consists of the Executive Director, as well as 4 members elected for a term of 2 years, with the right to re- election.

The Executive Director of the organization participates in the work of the Executive Board and has the right to vote .

The mandate of a member of the Executive Board may be terminated prematurely, at his request or by a decision of the Assembly.

## **Article 29**

Executive Board:

- prepares the sessions of the Assembly;
- prepares the draft statute and other decisions adopted by the Assembly;
- implements the policy, conclusions and decisions adopted by the Assembly;
- adopts communication strategy;
- adopt guidelines and annual work plan and annual financial plan and open calls that followed, and that the organization needs to submit their projects and change them according to the needs of the organization;
- discusses the implementation of the annual financial plan and the financial planning of the organization and proposes directions and measures for its improvement, and performs financial and program monitoring of the operation the organization, adopts the final narrative and financial reports;
- proposes to the Assembly the adoption of the annual report and the annual financial report;
- proposes to the Assembly admission to membership, ie termination of the membership of the association;
- establishes a professional service and controls its work;
- establishes expert and advisory bodies for the implementation of the program activities of the organization and decides on their composition;
- regularly monitors and consults with the professional service for public appearances and promotion of the results obtained from the work of the organization;
- manages and is responsible for the management of the property of the association;
- prepares an annual report on its work;
- appoints and dismisses the Executive Director of the association;



- decides on determining the conflict of interests and resolving the conflict of interests;
- organizes a process of consultations on research and proposed alternative solutions within the advisory bodies; and
- performs other activities prescribed by law, this statute or other general acts of the association.

### **Article 30**

The Executive Board works in sessions, chaired by the Executive Director, and in his absence a member of the board authorized by him.

The Executive Board works in regular sessions and holds at least two sessions during one year.

The Executive Director informs the members about the holding of the session and submits the agenda.

The invitation for the meeting of the Executive Board is submitted electronically to the e-mail address that the member reported to the association.

### **Article 31**

The President of the Association is elected for a term of 4 years, with the right of re-election.

The Vice President of the Association is elected for a term of 4 years with the right of re-election.

The Executive Director of the Association is the President of the Executive Board.

### **Article 32**

The President and the Vice President of the Assembly of the association :

- represents the association before third parties;
- signs agreements on behalf of the association;
- Together with the Executive Director is a signatory of the bank account of the association;
- signs the final account of the association;
- schedules the meetings of the Assembly and determines the agenda;

The president of the association performs the activities within his competence with the prior approval of the Executive Board.

### **Article 33**

The Executive Board appoints the Executive Director of the association.

The Executive Director may also be a member of the Executive Board. The Executive Director is the main holder of the executive and program functions in the association.

The Executive Director is elected for a term of 2 years with the right of re-election.

#### **Article 34**

The Executive Director as the main holder of executive and program functions has the following rights, duties and responsibilities:

- cooperates and communicates with client partners;
- takes care of continuous strengthening of the internal capacities in accordance with the strategy of the organization;
- takes care of the quality assurance and evaluation of the offered / delivered services;
- manages the daily activities of the executive office, coordinates various program tasks, communicates with members and external experts to accomplish them;
- coordinates the activities for advocacy and promotion;
- manages and is responsible for the property management of the association;
- proposes adoption of work instructions and annual work plan and is responsible for their implementation;
- proposes the adoption of an annual report;
- proposes to the Executive Board the development of strategic documents and instructions for the work of the organization, for the financial reporting and ensuring financial transparency and accountability;
- implements the policy, conclusions and decisions adopted by the Executive Board;
- together with the president and the vice president is a signatory of the account of the association;
- performs other activities determined by law, the statute of the association.

#### **Representation and representation of the Association**

##### **Article 35**

The Association is represented by the President , the Vice President and the Executive Director or another person appointed by them.

#### **Manner of using and disposing of the funds of the association**

##### **Article 36**

The funds that will be provided will be used to achieve the goals and tasks of the Association.

Approval for the use of the funds is signed by the President, the Vice President and the Executive Director.

The signatories of the account are the President , the Vice President and the Executive Director.

### **Adoption of the Statute of the Association and manner of its amendment and Addition**

#### **Article 34**

The Statute of the Association is adopted by the Assembly.

#### **Article 35**

The draft statute is prepared by the Executive Board of the Association. Consideration lasts for seven days from the day of its announcement.

Remarks, suggestions and opinions can be given within this deadline.

#### **Article 36**

Amendments to the Statute of the Association are made with amendments proposed by the Executive Board and submitted to the Assembly for adoption.

The proposal-initiative for amending the Statute can be given by the Assembly, the Executive Board and 2/3 of the total number of members.

Amendments shall be deemed accepted if a majority of the members of the Executive Board have voted for it.

## **7. Termination of the Association**

#### **Article 37**

The association ceases to operate in the following cases:

- If all of the members of the Assembly of the Association declare for that;
- If the number of members is reduced below the number determined by the Law on Establishment of an Association;
- If there are reasons determined by Article 63 of the Law on Associations and Foundations. The decision for termination of the Association is made by the Assembly by consensus.

#### **Article 38**

In case of termination of the work of the Association, the property and other rights and incomes that remain after the settlement of the liabilities, become the property of an organization identical to the association.



## **Article 39**

If the conditions determined in this Statute and the Law on Associations and Foundations cannot be fulfilled, and in case of termination of the work of the association, its property becomes the property of the founders .

## **8. Transitional and final provisions**

### **Article 40**

Interpretation of the provisions of this Statute is given by the Assembly of the Association.

### **Article 41**

The other bodies, commissions and bodies will be established by the Association by decision of the Executive Board.

### **Article 42**

Amendments to this Statute are made in the same procedure as for its adoption.

### **Article 43**

This Statute enters into force on the day of its adoption.

05.12.2019  
Strumica

President  
**Tatjana Mitreva**

