

Statutes for Pax et Bellum

Forum for peace and security studies at Uppsala University

Adopted at the constituent meeting October 12, 1994; Last revised and translated at the member meeting Spring 2008

General

§1 *Purpose*

Pax et Bellum is a non-profit student organisation, without religious or political connection, seated in Uppsala. The purpose of the organisation is to promote the interest in, and study of, peace and conflict issues, as well as increasing the flow of information within the department, thereby increasing the social interaction between students at different levels, teacher, PhD students and employees.

§2 *Membership*

The organisation is open to anyone who wants to work in accordance with its purpose. Payment of membership fee is required for membership. This does not apply to honorary members. Members have the right to vote at the organisation's member meetings, and to receive information about the organisation's activities.

§3 *Honorary membership*

Honorary members are appointed by a membership meeting after proposition by the board. People who have made important achievements for peace and security are eligible for honorary membership. Honorary members have the same rights as ordinary members.

Meetings

§4 *Types of meetings*

The types of meetings that occur in the organisation are annual meetings, board meetings and member meetings.

§5 *Member meetings*

5.1 The board has the right to summon a member meeting at any time. A summon shall be posted at the Department of Peace and Conflict Research, as well as sent to the members, ten days before a member meeting. Only the organisation's members have the right to vote at the meeting. Voting is conducted with simple majority. In case of elections, the voting shall be closed if anyone requests it. In case of an even vote the chairperson has the deciding vote; however, in the case of elections, an even vote is decided by lottery.

5.2 At member meetings, the following points should be addressed:

- a) Establishment of electoral register
- b) Election of chairperson for the meeting
- c) Election of secretary for the meeting
- d) Election of two persons to check the minutes and count votes
- e) The question of the summons to the meeting in accordance with the statutes
- f) Approval of the agenda

§6 *Board meetings*

The board meets according to its own decision. Other persons can be called in to the board meetings. The board can make decisions when at least half of the board members are present. Decisions are made by simple majority if nothing else is specified in the statutes. In case of an even vote the chairperson has the deciding vote; however, in the case of elections, an even vote is decided by lottery.

§7 *Annual meeting*

7.1 The member meeting that concludes and begins the organisation's activity year is called the annual meeting. The annual meeting is the highest deciding instance of the organisation. What is stated in these statutes about member meetings also applies to the annual meeting. At the annual meeting every person who is a member according to 2 § has a vote. The annual meeting should be held at the end of September.

7.2 The annual meeting shall address point a-f under §5. In addition, it shall address the following points:

- a) Election of:
 - 1) Chairperson
 - 2) Vice chairperson and head of economy
 - 3) Vice chairperson and head of activities
 - 4) Head of PR
 - 5) Secretary
 - 6) 0-6 members of the board
 - 7) Auditor
 - 8) Election board
- b) Establishment of the budget for the following year
- c) Establishment of membership fee
- d) Establishment of auditor's report
- e) Establishment of financial report (balance and results)
- f) Program review of the preceding year
- g) The question of the disposition of the results
- h) The question of freedom from liability for the board
- i) Universal questions

§8 *Bills and proposals to the meetings*

The member meeting can make decisions only on those matters stated in the summons. Members have the right to have a bill added to the summons only under the precondition that the bill is handed to the board at least a month before the meeting. The board has the right to add bills to the summons.

§9 *Program review and financial review*

The retiring board shall present the annual meeting with a program review and the connected financial review concerning the concluding activity year. The annual meeting then decides whether the retiring board should be granted freedom of liability or not.

§10 *Election board*

10.1 The annual meeting elects an election board consisting of two persons, one of whom is responsible for summoning the election board.

10.2 In the first board meeting after its election the board members give themselves and agree on rules of procedure for their election period.

Board and auditors

§11 *The Board*

The annual meeting elects a board consisting of at least five and at the most eleven people with a mandate period until the next annual meeting. The board consists of at least the following posts: chairperson, vice chairperson and head of economy, vice chairperson and head of activities, head of PR/information, and secretary. A majority of the board members shall be employees or students at the Department of Peace and Conflict Research at Uppsala University.

§12 *Distribution of work of the Board*

12.1 The Chairperson is the official representative of the organisation. The Chairperson leads the organisation's negotiations and work, and oversees that the statutes, as well as other binding rules and decisions of the organisation, are followed. The Chairperson holds signatory power.

12.2 The Vice Chairperson/Head of Economy is responsible for:
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 organisation, as well as keeping verifications for these transactions; keeping a member record; bookkeeping of the organisation, including keeping a financial record in line with good accounting practices and establishing balance and result reports. Furthermore, the Vice Chairperson/Head of Economy holds signatory power. If the Chairperson is unable to attend, the Vice Chairperson/Head of Economy takes his/her place.

12.3 The Vice Chairperson/Head of Activities has the overall responsibility for Pax et Bellum's social activities and thereby convenes the Activities Council. If the Chairperson and the Vice Chairperson/Head of Economy are unable to attend, the Vice Chairperson/Head of Activities takes their place.

12.4 The Head of PR and Information shall inform the public about the activities of the organisation, and see to the continual updating of the website.

12.5 The Secretary is responsible for writing the minutes of the Board meeting, as well as writing propositions for program reviews for each semester. Furthermore, the Secretary shall register and keep written accounts and is responsible for the organisation's archive.

§13 *Responsibilities and rights of the board*

The board is responsible for making sure that the organisation 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 statutes. Member meetings can assign decision on an individual matter to another instance than the board, but cannot, except through amendment of the statutes, in a general way limit the decisional capacity of the board.

13 § *Finances*

The financial year shall be from 1/1 until 31/12. Decisions regarding the usage or re-disposition of the organisation's funds, as well as the size and period of the membership fee, can only be set by the annual meetings.

14 § *Authorised signatories*

Signatory power for the organisation is held jointly by and on behalf of the board, but specifically for financial matters, signatory power is held solely by the chairperson and the vice chairperson/head of economy.

15 § *Auditors*

The annual meeting elects an auditor and a substitute auditor with the responsibility to review the finances of the organisation.

Amendments of the statutes and the dissolution of the organisation

16 § *Amendments of the statutes*

Amendment of the statutes requires that a simple majority accepts the suggested amendment at two subsequent member meetings.

17 § *Dissolution*

The organisation is dissolved by a 3/4 majority at two subsequent member meetings, unless at least five members wish to continue the organisation's activity. Proposal of dissolution of the organisation should be sent to the members in connection to the summons to the meeting. 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.