

LO-TCO Biståndsnämnd
LO-TCO Secretariat of International Trade Union Development Co-operation

STATUTES

adopted by the Assembly on December 19th, 1995.

Revised by the Assembly on 20th of June, 2001; May 22nd, 2002, May 11th, 2005, May 12th, 2009, November 16th, 2010 and May 9th 2011

§1 Name

The name of the association will be *LO-TCO Biståndsnämnd* (the LO-TCO Secretariat of International Trade Union Development Co-operation). The association is formed for non-profit purposes.

§2 Headquarters

The association will have its headquarters in Stockholm.

§3 Membership

Members of the association are *Landsorganisationen i Sverige* (LO - the Swedish Trade Union Confederation) and *Tjänstemännens Centralorganisation* (TCO – the Swedish Confederation of Professional Employees).

§4 The Vision

The main aim of LO and TCO activities, implemented by LO-TCO Biståndsnämnd, is to achieve a fair distribution of power and resources and eradicate poverty worldwide, while reinforcing democracy through equal opportunities and respect for trade union and human rights.

The purpose of these activities is to establish a worldwide web of independent, democratic trade unions founded on equal opportunities for all which effectively represent their members' interests, while working towards reinforcing democracy and fostering human rights, respect for international law, a just distribution of resources and sustainable development.

§5 The Task

The LO-TCO Biståndsnämnd is a cooperating body and its principal task is to support the development work LO, TCO and their affiliated trade unions are engaged in, while simultaneously propagating informative activities in Sweden with a view to creating greater public awareness of their activities, thereby strengthening the public's faith in international trade union development work.

The LO-TCO Biståndsnämnd's activities make it possible for LO, TCO and their affiliated unions to support and encourage the development, in other parts of the world, of trade unions with the capacity to work towards achieving a just distribution of power and resources.

The LO-TCO Biståndsnämnd is pledged to ensuring and developing and implementing effective methods and procedures to achieve these goals and to evaluate the results and effects of their activities.

§6 Organization

The organs of the LO-TCO Secretariat are the following:

- the Assembly
- the Governing Board
- the Advisory Council

A special secretariat has been set up for the operational activities.

§7 The Assembly

The assembly is the superior decisive body of the association.

The Assembly will meet once a year, six months after the end of the financial year, at the latest.

The members of the association, LO and TCO, appoint representatives with equal number of votes each to the Assembly.

The Assembly will be called in writing at least four (4) weeks prior to the date of the Assembly meeting. The agenda for the meeting will be sent out at the same time.

The Agenda for the Assembly will include the following items:

1. Election of officials for the meeting.
2. Question concerning the lawful calling of the meeting
3. Consideration of the reports of the Board and the Auditors
4. Adoption of reports (freedom of responsibility)
5. Election of president and vice president of the Board
6. Election of further eight (8) members of the Board and four (4) substitutes
7. Election of two (2) Auditors and two (2) Deputy Auditors
8. Any other business

§8 Extraordinary Assembly

An extraordinary Assembly will be called when the Board, or any of the members of the association, so decides. A written convocation will be sent out at least two (2) weeks before an extraordinary Assembly.

The extraordinary Assembly will deal only with matters stated in the convocation.

§9 The Board

The activities of the association are directed by the Board which works according to a special regulation for procedures.

The Board consists of the President, Vice President and eight (8) members and four (4) substitutes of which half will be put forward by LO and half will be put forward by TCO.

The composition of the board should reflect the gender composition of the member organizations. A representative of the staff's union participates in meetings but does not vote.

The Board is elected for a period of two (2) years.

The Board holds at least four (4) meetings a year.

The Board forms a quorum when at least half of its members are present.

Should LO and TCO disagree on a decision, the matter will be subject to reconsideration.

§10 The Advisory Council

The Advisory Council is a body for co-ordination and exchange of experiences concerning international trade union co-operation.

The Advisory Council is made up of representatives of LO, TCO and their respective affiliated unions as well as the members of the LO-TCO Board.

The Advisory Council will meet at least twice (2) a year.

The Board calls a meeting of the Advisory Council at least four (4) weeks before the date set for the meeting.

§11 The Secretariat

The Board is assisted by a Secretariat that prepares matters to be considered and executes the Board's decisions.

The Secretariat is headed by a Director who participates in the Board's meetings as intermediary and secretary of the Board.

The Procedures for the Secretariat are decided by the Board. Other procedures are established by the Director. The officials of the secretariat may participate in board meetings when called upon to present items on the agenda for which they are responsible.

§12 Signatures

Agreements will be signed by the person/persons appointed by the Board.

§13 Auditing

The Board's administration and accounts will be audited by two (2) auditors appointed by the Assembly. The accounts will also be audited by a chartered or authorized accountant.

§14 Financial year

The financial year will coincide with the calendar year.

§15 Changes of statutes

Changes of statutes can only be made by the Assembly. Such a decision must be taken unanimously.

§16 Dissolution

The Assembly will decide on the dissolution of the association.

The Assembly which makes such a decision will also decide on the disposition of the assets of the association.

A decision on a dissolution must be taken unanimously.
