

# Statute

Adopted by the AER General Assembly on 30 May 2017 in Lower Austria

## Appellation and terms

The *AER Eurodyssey* is a multilateral exchange programme for young people in partnership between regional authorities, companies, institutions and organisations from European regions. The fundamentals of the programme are welcoming and sending young people for internships in line with the principles of autonomy, reciprocity and networking.

## Article 1 – Mission and objectives

1.1 The programme aims at encouraging the mobility of young people, improving their competences and promoting the notion of European citizenship by enabling:

- a) Young people to benefit from mobility by a professional experience and linguistic training in another European region. The programme aims at increasing the young person's competences, favour socio-professional integration and increase their employability;
- b) Member regions to forge special interregional ties with each other;
- c) Companies, institutions and organisations to open to Europe and benefit from the skills of a young person trained in another European country; to take part in the training of young people.

1.2 The mission and objectives are met by

- a) improving competencies and skills that facilitate young people's adjustment to society and labour market;
- b) Enabling regional companies, institutions and organisations to offer internships to young people

1.3 The Eurodyssey adheres to the Statute and governing principles of AER.

The composition of all Eurodyssey bodies should respect a geographical and gender balance, within the context of the programme.

1.4 While the working languages of Eurodyssey are English and French, the English version of the Eurodyssey Statute is the reference.

Invitations and draft agendas should be sent to members at least four weeks and working documents at least two weeks before the meetings.

1.5 All votes are by simple majority, defined as a majority of the members present and voting, unless otherwise specified in the present statute.

All elections are carried out by secret ballot, unless a unanimous decision to the contrary is made by the body in question.

Other decisions are taken through a vote by show of hands, unless a member requests otherwise.

In the event of a tied vote, on issues other than elections, the Chair of the body in question has the casting vote.

1.6 Common practice of political assemblies shall be applied to all Eurodyssey meetings.

Decisions are, in principle and whenever possible, adopted by consensus. The consensus should be understood as being the absence of any objection formulated and submitted by a member which may constitute an obstacle to the decision in question.

1.7 Minutes shall be taken of all proceedings. They shall be signed by the chair of the body in question, adopted at the following meeting and should be at the disposal of all members.

## Article 2 - Membership

2.1 Eurodyssey is open to all members of AER on the condition that they respect the Eurodyssey procedures.

A region that is not an AER member may participate in the Eurodyssey programme for a maximum period of two years, after which AER membership is required.

Details are fixed in the Procedures.

2.2 *Autonomy*: Each Region is free to define its own method for managing the programme, provided this method complies with the Statute and Procedures of AER and Eurodyssey.

2.3 *Networking*: Each Region must possess sufficient human and financial resources to carry out the exchange programme with other member-regions and must ensure the proper working and coordination of Eurodyssey over its territory and in its relations with the other regions.

2.4 *Reciprocity*: Each Region finances incoming European trainees and undertakes to send its own trainees to other European Regions. The Region is free to choose its own financing criteria and may request European funds to co-finance the system.

## Article 3 – Fees

3.1 The Eurodyssey membership is included in the annual fee to AER. The cost of implementation of the programme are covered by each region.

## Article 4 – Relations with AER

4.1 The AER Executive Board is responsible for the structural relations between AER and Eurodyssey. It charges the Steering Committee to implement its decisions.

4.2 The AER Executive Board:

a) Assigns a budget to AER's involvement in the programme, which includes the cost of insurance for the Eurodyssey interns and the management of the programme's website;

b) Adopts the annual report from the Steering Committee;

c) Ratifies the Steering Committee's decision concerning the admission of new members;

- d) Exclude, upon proposal of the Steering Committee, a region from the Eurodyssey programme if the latter does not respect the Eurodyssey Statute and Procedures;
- e) Ratifies, on proposal of the Forum and for a mandate of two years, the Steering Committee Chair and members – who must be representing a member region, active in Eurodyssey;
- f) Ratifies the Procedures.

4.3 The Eurodyssey Steering Committee Chair is adjunct of the AER Executive Board;

## Article 5 – The Eurodyssey Forum

5.1 The Forum is a venue for member and non-member Regions to make contacts, exchange ideas and introduce proposals to the Steering Committee.

The presence of two thirds of the full Eurodyssey members who have registered 10 days before the Eurodyssey Forum shall be necessary to constitute the quorum.

5.2 Each Eurodyssey member has one vote at the Forum. The vote will be expressed

- a) Directly by one of the representatives from the Eurodyssey member region, present;
- b) By proxy from one absent Eurodyssey region to one Eurodyssey region present.

5.3 The Forum is organised once a year by an AER member Region

- a) The organizer will meet costs for venue, meals, airport and interpretation;
- b) Travel and accommodation expenses will be borne by the participants.

5.4 The Eurodyssey Forum:

- a) Is consulted on all decisions concerning the programme, including Statute and Procedures and measures taken by the Steering Committee;
- b) Adopts the annual report of the Steering Committee ;
- c) Elects, for a mandate of two years, renewable, the Steering Committee chair and members;

## Article 6 - The Steering Committee Chair

6.1 The Steering Committee Chair

- a) prepares the work and all the decisions of Eurodyssey and represents Eurodyssey in all external relations.
- b) chairs the meetings of the Eurodyssey Forum and has the power to make all necessary decisions concerning the implementation of the decisions of said bodies.

6.2 Should the Steering Committee Chair's regional assignment be lost; the AER Executive Board will appoint a substitute from within the Steering Committee.

## **Article 7 - The Eurodyssey Secretariat**

7.1 The AER Secretariat will function as the Eurodyssey Secretariat.

7.2 The Secretariat will

- a) Collaborate with the Steering Committee;
- b) Facilitate the Eurodyssey events;
- c) Facilitate Eurodyssey in European project management and funding;
- d) Manage the Eurodyssey website;
- e) Manage the insurance policy in collaboration with the Steering Committee members;
- f) Carry out the programme's annual evaluation.

## **Article 8 – The Eurodyssey Steering Committee**

8.1 By delegation from the AER Executive Board, the Committee is authorised to meet and to make decisions in accordance with the Eurodyssey statutory objectives or useful to its smooth running.

8.2 The Steering Committee

- a) Manages the coordination of all Eurodyssey activities, including the annual Forum, in collaboration with the Secretariat;
- b) Gives proposals to the Forum and/or to the Secretariat.
- c) Takes ownership of the decisions and their implementation;
- d) Accepts new members for ratification by the Executive Board.

8.3 The Committee will be composed by

- a) Five to ten (5-10) civil servants, representing active Eurodyssey regions who are members of the AER;
- b) A representative of the AER Secretariat.

Members' attendance of all Committee meetings is compulsory.

8.4 The invitation and draft agenda should be sent to members at least two weeks and the working documents at least one week before the meeting.

Decisions of the Steering Committee are valid if at least a majority of the members are present, including participation by means of ICT.

**Article 9 – Procedures**

9.1 Within the framework of the Statute, the Procedures specify general rules of administrative, financial and technical nature as well as the rules for the welcome and sending of young people.

The text of the Procedures is adopted by the Steering Committee and ratified by the AER Executive Board.

**Article 10 - Amendment of statutes**

10.1 This Statute can only be amended by the AER General Assembly, following consultation of the Steering Committee. The agenda of said plenary must expressly mention this item.

**Article 11 - Dissolution and liquidation**

11.1 The dissolution of the Network may only be proposed to the AER Executive Board by a Eurodyssey Forum with a 2/3 majority, defined as more than 2/3 of those present and voting.