MEMBERSHIP PROCEDURE

Internal procedure for accepting new members of ChildPact – Regional Coalition for Child Protection

I. Statutory bases

According to Art. 11 from the Statutes of ChildPact, a federation (coalition) can become a ChildPact member following an expression of interest and the decision of the General Assembly. Any federation (coalition) of nongovernmental organizations that fulfills the following conditions can become a ChildPact member (provided the approval of the General Assembly):

a) It activates in the field of child protection, children’s rights and child wellbeing.
b) It is a registered entity in Romania or the country of origin.
c) It is not politically affiliated.
d) It observes the ChildPact purpose and objectives;
e) It is transparent and publishes its narrative and financial annual reports.

In order to put into practice the possibility of accepting new members, the following procedure has been developed. The procedure as set forth in this document has been approved by the ChildPact General Assembly held on 25-26 April 2017 in Belgrade, Serbia. Changes of this procedure may be voted by the General Assembly of ChildPact.

II. Procedure for accepting new members

According to Art. 25, letter e), the General Assembly of ChildPact decides on inclusion and exclusion of the ChildPact members.

In order to join ChildPact as a member, the following steps must be taken:

1. Expression of interest to join ChildPact is expressed by filling in the Membership application form (Annex 1)
2. The Membership application form is sent to the ChildPact Secretary General by email (rigman@childpact.org) at least 15 days prior to the date the General Assembly is set to convene
3. The organization seeking membership of ChildPact shall be represented by an appointed nominee at the General Assembly when the membership is decided
4. The nominee shall bring at the General Assembly the full Membership documentation according to point III. in this procedure
5. The General Assembly decides with a simple majority on including the aspiring members.
6. The General Assembly may request that the nominee of the organization seeking membership leaves the room during discussion and deliberation on the membership application.
7. The decision of the General Assembly is communicated immediately to the nominee of the organization seeking the membership and is noted in the protocol of the General Assembly including the number of votes supporting the inclusion/opposing the inclusion / abstaining from the decision.
8. The decision of the General Assembly with regard to the membership application is final.
9. If membership is denied, the aspiring organization shall be informed about the rationale of rejection and advised on further steps that will enable it being accepted in the future.
10. An organization rejected the membership may apply for membership again in the next calendar year following the rejection.
11. Following the acceptance of membership, the new member organization shall provide all the necessary information to be included on the ChildPact web site and shall include information on its membership in ChildPact on its web site and other communication materials within 30 days of the decision accepting its membership.

### III. Documentation for formalizing the membership

In order to accept new members of ChildPact, according to the applicable legislation in Romania, the country of registration of ChildPact, the following documents are required:

<table>
<thead>
<tr>
<th>No.</th>
<th>Document</th>
<th>Language</th>
<th>Available template</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Membership application form</td>
<td>English / 1 original</td>
<td>Annex 1</td>
</tr>
<tr>
<td>2.</td>
<td>Decision of the General Assembly or Board of Directors to join ChildPact – includes a declaration of no fiscal obligations towards Romania and nomination of the contact person to sign the documentation</td>
<td>English / 2 originals</td>
<td>Annex 2A for decision of the Board, Annex 2B for the decision of the General Assembly</td>
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<tr>
<td>3.</td>
<td>Copy of the ID/passport of the appointed delegate to the ChildPact General Assembly</td>
<td>Original language</td>
<td>NA</td>
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<tr>
<td>4.</td>
<td>Copy of the registered statutes of the organization</td>
<td>Original language and English translation</td>
<td>NA</td>
</tr>
<tr>
<td>5.</td>
<td>Copy of the registered constitutive act</td>
<td>Original language and English translation</td>
<td>NA</td>
</tr>
<tr>
<td>6.</td>
<td>Copy of the formal registration decision/certificate of the competent authority in the country of registration</td>
<td>Original language and English translation</td>
<td>NA</td>
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