

2019

Statutes

Centuria Study Association



1. Name of the organization

Centuria Study Association (further referred to as, study association).

2. Associations official address

Johanna Westerdijkplein 75, 2521 EN, The Hague, Netherlands.

3. The mission of the study association

In the modern world, one of the biggest issues is safety and security. As the world is rapidly growing, sometimes traditional systems of education cannot keep up to date/adapt with modifications. Thus, our main mission of the study association is to organize experience exchanges between lecturers, professors, worldwide safety experts, and our students, who come here to study from different countries and societies and have unique experience in national security. We try to be the ones who will unite both theoretical skills we learn from education with actual examples of issues we face nowadays in the field of Safety and Security. We enhance this by having real examples and professionals giving their own experiences so that our members have a better understanding and deeper knowledge in these specific fields. Furthermore, our association values their members, wants to assist them, and give them better chances of finding a job, to meet new people and build up their pool of connections so their network grows and improves their general expertise and further deepens their field of knowledge. We are open to help our members with the tools we have at our disposal with any issues that they could come across in their student lives. We are more than happy to help students achieve their ambitions and assist them in building their own professional personas to make this world better place.

4. Associations means of support

4.1 Our association is a non-profit organization. Centuria's activity is supported by the following sources:

- Annual membership fees of the association's members. The amount of yearly membership fee is established in the annual general meeting.
- Voluntary donations from private persons and organizations sharing the "aim and values" of this association.
- Profits from the sales of the official study association's merchandise.
- Ticket sales for events that the study association holds on its own basis.

5. Becoming a member

- 5.1 Any person who shares the aims and values of our association, which is ultimate safety and security of this world that studies within The Hague University of Applied sciences or any other educational institutions in the Netherlands, can become a member of the study association.
- 5.2 Our students from SSMS and people from other programs and schools who share the same aspirations and ideals and are also studying in a similar field.
- 5.3 Professors/lecturers who teach students in a similar field to SSMS can join the study association
- 5.4 Worldwide specialists both national and international who work in this field and are able to share their knowledge and experiences.
- 5.5 A person who want to be a member has to pay the membership fee, which is outlined on the study association's website. (It may vary per study year)
- 5.6 The payments are yearly so after a study year has ended the person needs to renew his membership to maintain the privileges of a member of the study association.
- 5.7 The study association cannot deny any person the chance to become a member and enjoy the benefits that the organization provides.
- 5.8 It is possible to become a member during the entire year.

6. Associations members benefits

- 6.1 As an association member you will get the following benefits during your period of membership:
 - As a new student you will get any possible help from the other members of the associations in regard to any questions or issues you may have that are within the reach of our study association.
 - Participation in all the lectures/seminars and special events that Centuria will conduct on a regularly basis.
 - Chance to establish and improve your own professional network in the field of safety and security.

7. Becoming a committee member

- 7.1 Any person who is a member of the study association is eligible to become a committee member.
- 7.2 When an open position is available, it is announced on the study association's media outlets. After the announcement, members are allowed to apply where (depending on the committee the member is applying to) they enter into a hiring phase where the board inspects the person and reaches the conclusion on whether to hire the person into the respective committee.

- 7.3 For all committees' positions, interviews and possible demonstrations on their skillset, will be required to be accepted into the committee.
- 7.4 The application is reviewed by the board of the study association within 15 working days from the submission of the application.
- 7.5 The title and position of the potential member takes effect after the board has reviewed the application at which point the person is informed about his/her acceptance into the position.
- 7.6 The study association cannot deny any person the chance to apply for a position in a committee. Only in the situations where the people applying have a history of breaking the statutes or when the study association is not looking for new members.

8. Resigning from their position in a committee/from the board

- 8.1 Any person can resign from their position in the study association by a written form, which is handed into the board.
- 8.2 The person loses their job requirements, their chance to participate in the general meeting and their participation in the work of the study association as soon as the person hands in the document.
- 8.3 The board reviews the resignation form and if the decision is not altered then the person is officially removed from the committee/board members list.
- 8.4 The review of this resignation form may take up to 15 working days.

9. The General Meeting

- 9.1 These meetings will take place at least once per 1 study year.
- 9.2 The participants of this meeting are all the committee and board members of the study association.
- 9.3 In the General Meeting the following issues could be discussed:
- Productivity
 - Future plans
 - Budgets
 - Acceptance of new members to both the board and committees
 - Removal of board/committee members
 - The new event calendars
- 9.4 These general meetings stand above the board in the hierarchy and this is where the board members are voted in for the following two study years.

9.5 These meetings are the main event where people can express their opinions, concerns and other issues that need to be addressed to improve the study association in any way.

9.6 For the General Meeting to be able to make decisions at least 50% of the total number of members need to be present at the meeting.

10.Voting in the General Meeting

10.1 The voting takes shape by multiple people being nominated for each role in the board and the people vote on who they would like to see in a specific position.

10.2 During the voting of the new board the president is voted by a separate vote. The candidates are taken from a pool of study association members that have applied for the role of a president

10.3 Applying for a position on the board or for the president has to be done at least one week before the general meeting where a new board will be elected after the previous board has served its term.

10.4 In special occasions such as when a board member or president needs to be found as soon as possible then the vote can be carried out in an emergency general meeting, and the submissions can be handed in 5 days prior.

10.5 The submission for the position on the board or president needs to be handed in with a motivational letter and an outline of the potential candidates' skills and a small description of any previous experiences in the specific field they are applying to.

10.6 For a vote to be able to be final at least 75% of the total number of members need to be present due to the improved representation of the members of the study association.

11.The emergency General Meeting

11.1 If the board members have made a decision to which the committee members see as harmful to the study association, the committee members have the possibility to initiate an emergency general meeting. For this to take place, the committees need to accumulate at least 10% of the total number of people working in the committees to initiate this emergency general meeting.

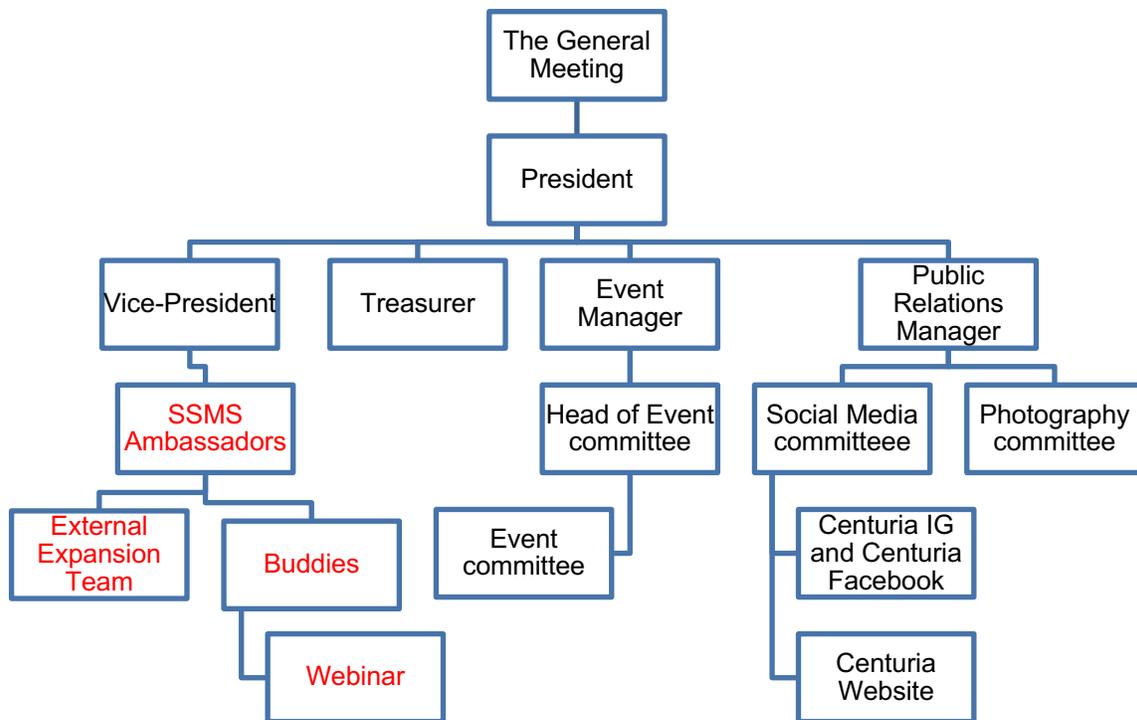
11.2 In the emergency general meeting, discussions about the acute issues that the study association is dealing with are discussed and in these meeting the possible removal of decisions and rules can take place and also the removal of board members can also be discussed.

11.3 If a specific board member has caused issues and created bad situations that the people on the board or the committees do not agree with then the emergency general meeting has to the power to remove the board member through the method of voting.

12. Board meetings

- 12.1 Board meetings happen at a designated time that is chosen by the board.
- 12.2 The meetings take place at least once a month during the full study year
- 12.3 If a board member is absent for the meetings, see the rule and punishment tab below.
- 12.4 If a board member will not be attending the meeting, he has to notify the rest of the board at least one day prior.
- 12.5 If a board member has a valid reason for their absence, they present it to the rest board where they decide whether the reason is valid.
- 12.6 The decision whether the reason is valid is done via vote, where the president has the overruling vote in case of a split decision.

13.The Hierarchy of the study association



14.Member rights and obligations

- 14.1 Each member of the study association has the right to vote for a candidate in the board elections.
- 14.2 Members have the right to take part in the events and activities that the study association host or is a contributor to the specific event/activity.
- 14.3 Members have the right to run for a position on the board.
- 14.4 The member does not have the rights to give his vote to a different member.
- 14.5 Members of committees need to complete their given tasks on time and to do this with a high amount of regard for the quality of their final product.
- 14.6 The committee needs to be available for communication at least for the five working days of a week.

15. Board member rights and obligations

- 15.1 A board member has the right to express his opinion freely and openly suggests new activities/possibilities that the study association can participate in
- 15.2 Board members have the right to bring forward new prospects for the study association, however they are obligated to inform the rest of the board when establishing new networking possibilities or suggesting new projects that the study association could participate in.
- 15.3 A board member has the right to run for elections for a position on the board multiple times
- 15.4 The board member is obligated to do all the tasks that are required by his position and also manage their corresponding committees.
- 15.5 The board member is obligated to show his/her own initiative and not just rely on subordinates or superiors for commands and tasks.
- 15.6 The board member has the right to represent the study association in any activities that the study association takes part in.

16. Statute creation and editing

- 16.1 The statutes are created, edited and implemented by the board members of the study association and accepted by the general meeting. If further adjustments or edits are required then the general meeting by majority vote (majority being at least 51%) decide whether changes should be altered, added or removed.
- 16.2 New rules and regulations may be suggested and presented to the board by committee members. This can be done by an emergency general meeting which can be called upon if enough committee members agree this being 10% as mentioned before.

17.If the statutes are not met

- 17.1 If the rules and regulations are not met or the results produced do not meet the requirements that were requested, then possible consequences (stated further in the document) apply.
- 17.2 The according board member enforces the rules on each committee member. They evaluate the specific members productivity and if the member is adhering to the rules and guidelines.
- 17.3 The specific board member who oversees the committee can bring the issues of dissatisfactory/underperforming committee members to the agenda of the board where they decide on the course of action that needs to be taken further to deal with the issue.
- 17.4 The committee member that is in question has the chance to make his case to the board or the general meeting to elaborate on the situation.
- 17.5 Once the decision on the matter is made it is final and cannot be changed.
- 17.6 A list of all the deadlines and required tasks will be maintained by the Vice-President in cooperation with the President.
- 17.7 This list will purely be used to keep up with all the tasks and deadlines both for committee members and board members.

18. If tasks cannot be fulfilled due to other circumstances

- 18.1 If the President is absent and cannot fulfill his duties for acute reasons, then the vice-president takes over as temporary president until the time the issues are resolved.
- 18.2 If the Treasurer is absent or cannot fulfill his duties for acute reasons, then the President or Vice-President takes over as temporary Treasurer until the time the issues are resolved.
- 18.3 If the Event Manager is absent and cannot fulfill his duties for acute reasons, then the head of the event/mixer committee takes over as temporary event manager until the time the issues are resolved.
- 18.4 If the Public Relations Manager is absent and cannot fulfill his duties for acute reasons, then the Vice-President and President both take over the tasks as and handle the public relations part until the issues are resolved.
- 18.5 If any committee member is absent or cannot fulfill their given tasks, then the tasks are delegated to another committee member.
- 18.6 In cases where the committee consists of one person, then the tasks are delegated to the corresponding board member until the issues regarding the board member are resolved.

19. Rules and possible consequences

Num.	Rules and regulations	Consequences if the terms are not met or otherwise disregarded.
1.	Missing of deadlines 5 times	Expulsion from the committee/board
2.	Missing more that 10 deadlines even if the person has an excuse	Expulsion from the committee/board
3.	3 warnings from the board member	Expulsion from the committee/board
4.	Not responding or avoiding their positions required job responsibilities	Meeting with the board to discuss the situation, possible expulsion from the committee/board
5.	Inappropriate behavior regarding the required workload and subsequent unfulfillment of the tasks	Warning from the board member
6.	Partaking in activities that were not authorized by a board member that are Centuria related	Meeting with the board to discuss the situation, high possibility expulsion from the committee/board
7.	Missed attendance for 5 meetings	Expulsion from the committee/board
8.	Causing damage or stealing the study associations inventory in a way	Expulsion from the committee/board
9.	Not showing self-initiative and waiting others for ideas	Meeting with the board members and possible expulsion from the committee/board
10.	Being reminded of deadlines and tasks that need to be accomplished more than 5 times	Meeting with the board members and possible expulsion from the committee/board