

In accordance with the Law on Non-Governmental Organizations (Official Gazette of Montenegro, no. 11/07) Constituent Assembly of NGO Our action (NVO Nasa akcija), held on 29.06.2031. in Kotor, Montenegro adopted a

STATUTE

NGO Our action (NVO Nasa akcija)

General Provisions

Section 1

NGO Our action is a independent, non-government organization.

Section 2

The name of the organization shall be „Nasa akcija”.
The name in english shall be "Our action"

Section 3

The center of the organization shall be in Kotor, at the address N. N. Skaljari E-24, however the organization will operate on the entire teritory of Montenegro and abroad as desided by managment of the organization.

Section 4

The work of the organization is public.

The director and the PR manager/Project Manager of the organization with regularly inform members and the public about the work and activities of the organization either directly, thru public reporting of our organizations financial reports or releasing other information or publications, or public announcements. All document of NGO Our action are publicly available to all persons who would request them, as required by Law.

Section 5

NGO Our action will operate on a non-determined time frame.

GOALS AND OBJECTIVES

Section 6

The goals of the organization

The goals of NGO Our action shall be:

1. Strenthening awareness of communities fo their influence, role and responsibilities in the development of values of civil society, sustainability, environmental protection and the preservation of our historical heritage.
2. Expert support to citizens, organizations and the community in humanitarian, social and societal needs.

3. Boosting of the economic development of our country, with an accent on sustainable development in local communities taking into account the specifics of the local community.
4. Promotion of volunteerism and participation of citizens in the development and growth of the potential of communities.
5. The building of human resources through connecting, networking and education of citizens potential, primary youth development and growth..

Section 7

The objectives of NGO Our Action are:

1. Designing, organizing, coordinating work, humanitarian and other actions together with local governments, businesses and citizens in local communities.
2. Networking and networking of NGOs in order to implement joint projects of importance to the community and beyond.
3. Involvement of citizens of all ages in conducting work actions, with a focus on youth.
4. Developing human resources through actions, communication, working together and achieving goals in local communities.
5. Educating youth about economic and social problems and ways of overcoming them, rural development, ecology and the need to preserve cultural assets.
6. Organizing workshops, seminars and similar educational events in order to advance awareness of the importance and need of civic activism.
7. Publication of printed and electronic materials in order to achieve the vision and mission of the organization.
8. Offering advisory services to representatives of non-governmental organizations, the public sector and economic entities.

Section 8

The seal of the organization is round in shape, on the upper rim of which is written in Latin script the Citizens' Association, and on the lower rim is the full name of the association - Our Action. Inside is the logo of the organization - with a picture of the sun rising and human silhouettes of raised hands.

INTERNAL ORGANIZATION

Section 9

The bodies of the association are the Assembly, the Executive Board and the Executive Director (the person authorized to represent).

ASSEMBLY

Section 10

The Assembly is the highest governing body of the organisation.

Section 11

The Assembly consists of members of the Executive Board and all members of the organization.

Section 12 Powers of the Assembly

Assembly:

- adopts the Statute of the organisation;
- adopts amendments to the Statute;
- appoints, elects and dismisses the person authorized to represent;
- appoints, elects and dismisses other bodies of the organisation;
- decides on organisation in alliances and other forms of associations;
- evaluates work performance, makes recommendations, adopts next year's work plan and work report for the previous calendar year;
- adopts the annual financial report;
- approve the strategic plan;
- proposes and decides on the change of purpose and activity, termination of work and distribution of the remaining assets of the organisation;
- proposes and decides on other issues for which the statute does not determine the competence of other bodies of the organisation.

Section 13 Convening of the assembly

The Assembly may be regular and extraordinary.

The Assembly shall convene regularly once a year.

An extraordinary session of the Assembly may be scheduled at the initiative of at least one-third of the membership no later than 30 days from the date of the request for its convening.

The session of the Assembly shall be convened by written notification of the place and time of the Assembly and the draft agenda. The session is chaired by the person who is elected by public vote at the beginning of the session.

Section 14 Work quorum and decision making

The Assembly may sit and decide if 50% plus one (half majority) of the members of the association is present.

The Assembly may sit and decide if it is attended by members of the association who are authorized representatives of more than 50 percent of the total number of members.

Section 15

If the Assembly could not be held due to lack of quorum, it shall be convened again within seven days, with the same agenda.

Section 16

The Assembly shall decide on the adoption of the Statute and its amendments by a two-thirds majority vote of the members present or authorized.

The initiative to initiate the procedure for amending the Statute may be initiated by each member of the Assembly as well as by the person authorized to represent.

Section 17

The Assembly decides on other issues within its scope by a majority vote of the members present.

Section 18

Decision making

The Assembly decides by public vote. Public voting is done by raising one's hand or speaking through a member's roll call.

Section 19

The Assembly decides by secret ballot on certain issues, when required by at least 50 percent plus one member of the association.

Voting by secret ballot shall be by secret ballot.

Section 20

The absent member may also vote in writing.

The letter by which the absent member votes on the issues on the agenda is valid and shall be taken into account if it reaches the Assembly until its holding.

The Chair shall be obliged to inform the members present who voted for the absent member.

Section 21

Exclusion of voting rights

A member of the Assembly may not vote when deciding on the following issues:

- relief from certain obligations and responsibilities of that member;
- determining the requirements it has with respect to that member;
- the initiation and withdrawal of a dispute against that member;
- in other cases where the member has an interest against the interests of the Association

When the interest of the member referred to in paragraph 4 of this Article is contrary to the interest of the Association, the Assembly shall appreciate in each particular case.

The exclusion of the voting rights of the members relates only to the question why the exclusion occurred.

Section 22

Assembly meeting minutes

Minutes of the Assembly's work shall be kept at each session of the Assembly.

The basic data on the work of the Assembly, and in particular:

- venue and day
- agenda
- the names of the members present

- the chairman's personal name
- the personal name of the scorer
- the course of work, and in particular the issues under discussion, the names of the persons who participated in the discussion and the summary of their content
- the result of voting on individual items on the agenda
- statement of the Chair on decision making
- dissenting opinion of members
- end time

Section 23

Each decision of the Assembly shall be recorded in the minutes.
The minutes of the Assembly shall be enclosed with the minutes.

Section 24

The minutes shall be signed by the Speaker of the Assembly and the scorer.
If the minutes consist of several pages, the chairman and the scorer shall put on each page of the minutes their abbreviated signature (paraf).

Section 25

Members of the Assembly have the right to review the minutes after they have been drawn up and signed by the chairman and the scorer.
The minutes of the Assembly's work are kept in the archives of the Association as a document of lasting value.

EXECUTIVE BOARD

Section 26

The Executive Board of "Our Action" consists of a minimum of 5 members, supervises the work of the association and decides on strategic issues. The members of the Executive Committee volunteer for this job and can receive money or a fixed fee for this function. The expenses of the members of the Executive Board incurred in connection with the implementation of activities on behalf of "Our action" will be covered by the "Our action" in accordance with the adopted policy of the association and the practice of reimbursement of costs from the funds of the association. In the election of members of the Executive Board, equal representation on the basis of gender, ethnicity and religion, as well as age, will be taken into account. The appointment and election of members of the Executive Board is defined by the 'Rules of Procedure of the Executive Committee', which are adopted by the Assembly of 'Our Action'.

Section 27.

Executive Board :

- Adopts the Rules of Procedure;
- Supports the timely provision of adequate funds necessary for the operation of the association "Our Action";
- Helps to create an effective organizational plan;
- Contributes to the effective management of the organization's resources;

- Helps to improve the status and image of the organization;
- Contributes to creating and maintaining the good reputation of the organization in the public;
- Study and supervise the implementation of the legality and ethics of the organization;
- Advises and supervises the creation of programs and the provision of services of the association "Our Action";
- Monitor and oversee the timely and successful implementation of the Strategic Plan;
- Performs other activities in accordance with the Statute. Executive Board decisions are valid if more than half of the members are present and decisions are made by a majority of those present.

Section 28.

The Executive Committee meets regularly once every 6 months and extraordinary meetings are scheduled as needed. The work and decision-making of the Executive Board are defined in the 'Rules of Procedure of the Executive Committee'.

PERSON AUTHORIZED TO REPRESENT (Executive Director)

Section 29

Authorized Person - The Executive Director is elected by a decision of the Assembly of the Association for a term of 3 years.

The appointment decision shall determine the date of taking up the position of the Executive Director of the Association.

RIGHTS OF THE EXECUTIVE DIRECTOR

Section 30

Executive Director:

- concludes contracts and undertakes other legal actions on behalf and on behalf of the association;
- is responsible for the legality of the work;
- conducts the activities of the association in accordance with the decisions of the Assembly;
- submit to the Assembly the proposal of the annual financial report;
- performs other tasks in accordance with the law, statute and other acts of the Association.

RESPONSIBILITIES OF THE EXECUTIVE DIRECTOR

Section 31

The Executive Director is responsible for its work to the Assembly and periodically reports to the Assembly.

For each session of the Association Assembly, the Executive Director is obliged to submit a report on his work for the period between the two sessions.

DISMISSAL OF THE EXECUTIVE DIRECTOR

Section 32

The Executive Director may be removed from office in the following cases:

1. If there are losses in the business of the organisation

2. If it causes damage to the organisation by its negligent or unprofessional work or exceeding of its authority, or if this could cause damage.
3. Due to his inability to organize and manage the tasks and tasks entrusted to him.

Section 33

The Assembly of the organisation shall decide on the dismissal of the Executive Director.

The decision of the Assembly of the organisation to dismiss the Executive Director is final.

HIRED WORK FORCE

Section 34

The staff will be recruited in accordance with the Law, according to the Act on Systematization of Jobs, adopted by the Assembly of the Association.

NETWORKING

Section 35

In order to achieve its goals, "Our Action" establishes contact and cooperation with other professional, informative, educational and relevant associations and organizations in the country and abroad. Our Action can join a domestic or foreign association with the same or similar activities, and the Executive Board decides on this.

FINANCING

Section 36

The Association acquires property from membership fees, voluntary contributions, gifts, donations, bequests, interest on deposits, dividends, rents, income from business activities and in any other way that is not contrary to the law.

MEMBERSHIP IN THE ORGANIZATION

Section 37

All legal and natural persons can be members of the organisation, if they accept the goals and activities defined by the Statute. The procedure for admission as well as termination of the status of a member shall be prescribed by an act issued by the Executive Board.

The decision on admission to membership is made by the Assembly by a majority vote.

Membership is gained by signing the application form.

A register of members is kept on the records of the members of the association.

TERMINATION OF MEMBERSHIP

Section 38

Membership in the Association shall be terminated also on the basis of a decision of the Assembly in case of non-compliance with the provisions of this Statute or damage to the reputation of the Association.

Any member of the Association may file an initiative for exclusion from the Association.

The member must be given an opportunity to express his / her reasons for submitting a proposal for a decision on termination of his / her membership in the Association.

RIGHTS AND OBLIGATIONS OF MEMBERS

Section 39

Member has the right to:

- 1) participates equally with other members in achieving the goals of the Association;
- 2) directly participate in decision-making at the Assembly, as well as through the bodies of the Association;
- 3) elect and be elected to the bodies of the Association;
- 4) be timely and fully informed about the work and activities of the Association.

The Member shall:

- 1) actively contributes to the achievement of the goals of the Association;
- 2) participate, as far as possible, in the activities of the Association;
- 3) pay the membership fee if provided by the internal act of the organization;
- 4) perform other tasks entrusted to him by the Assembly of the organization.

TRANSITIONAL AND FINAL PROVISIONS

Section 40

One-third of the members of the Assembly may initiate the initiative to terminate the association's proceedings.

The Assembly shall decide on the termination of the Association by a two-thirds majority of the members present.

Section 41


In the event of termination of the association, the decision on the disposal of property is made by the Assembly by a two-thirds majority of all members.

Section 42

All issues not regulated by this Statute shall be directly applicable to the provisions of the Law on Non-Governmental Organizations.

On 29.06:2013.
in Kotoru.




The Speaker of the Assembly
Magistar Patricia Pobjić