

KGND

KGND GLOBAL NETWORK

Local Branch Regulations

Internal Regulations of Local Branches of the KGND Global Network

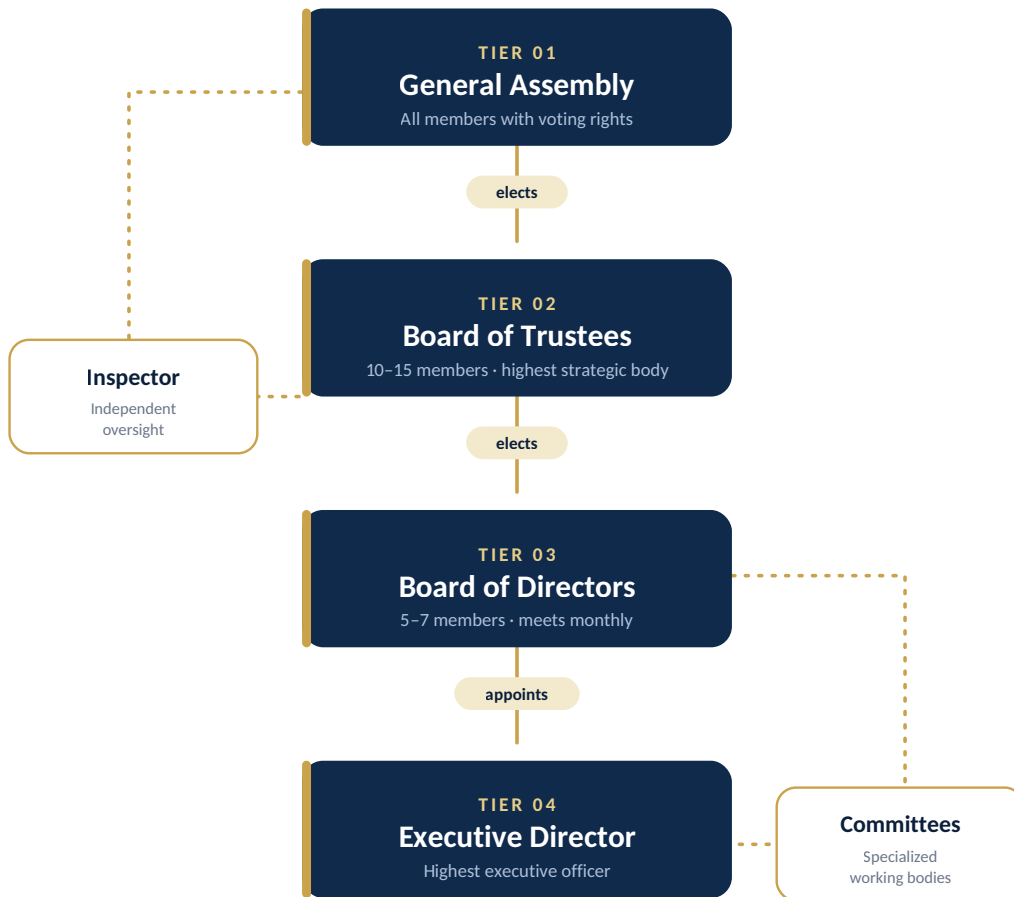
14 CHAPTERS ◆ 47 ARTICLES ◆ ISSUED BY THE GLOBAL HUB

Table of Contents

I	General
	Status, compliance and how a branch comes to life
II	Branch Objectives
	What every branch works toward, and where its energy must go
III	Membership
	Who may join, the two tiers of membership, and members' rights and duties
IV	Branch Bodies
	The six organs through which a branch governs itself
V	General Assembly
	The assembly of voting members and its powers
VI	Board of Trustees
	The highest strategic and supervisory body of the branch
VII	Board of Directors
	The executive leadership elected by the trustees
VIII	Executive Director
	The highest executive officer and daily management of the branch
IX	Inspector
	Independent oversight of finances and compliance
X	Specialized Committees
	Optional working bodies that extend the branch's reach
XI	Finance
	Where the money comes from and the duty to report
XII	Independence & Impartiality
	A non-political institution and the limits it places on its leaders
XIII	Suspension & Dissolution
	What happens when a branch breaches the charter
XIV	Amendment of the Regulations
	How these regulations may be changed — and by whom

Branch Governance Structure

Six bodies govern every local branch. Authority flows downward from the membership; oversight runs in parallel. The chart below maps how each organ is formed and to whom it answers.



Chapters IV-X define each body in detail.

CHAPTER I

General

Status, compliance and how a branch comes to life

5

ARTICLES

ART
01

Status

A local branch of the KGND is an official unit of the KGND Global Network that operates in a specific city or geographical area.

ART
02

Compliance

All branches are required to comply with the KGND Global Charter, approved regulations, and standards issued by the Global Hub.

ART
03

Executive Independence

Branches are independent in administrative, financial, local planning, member recruitment, project implementation, and event holding matters, provided that their activities do not conflict with the Global Charter and network policies.

ART
04

Branch Exclusivity

Only one official KGND branch will be allowed to operate in each city or geographical area.



Establishment of a Branch

Establishment of a new branch requires:

- ◆ At least 20 founding members
- ◆ Acceptance of the KGND Global Charter
- ◆ Official approval of the Global Hub

20+

Founding members

1

Charter to accept

Hub

Final approval

CHAPTER II

Branch Objectives

What every branch works toward, and where its energy must go

02
3

ARTICLES

ART
06

Strategic Objectives

The branch is required to work towards the following objectives:

- ◆ Development of social capital
- ◆ Networking among members
- ◆ Leadership development
- ◆ Strengthening civil society organizations
- ◆ Support for entrepreneurs
- ◆ Support for students, researchers, writers and translators
- ◆ Development of professional collaborations
- ◆ Development of joint projects

ART
07

Core Capacity

At least 80 percent of the branch's capacity must be spent on member development, networking and empowerment, and support for civil society organizations.

80%

Members, networking & civil society

ART
08

Project Capacity

A maximum of 20 percent of the branch's capacity can be allocated to public and social projects directly by the KGND organization itself.

20%

Public & social projects

CHAPTER III

Membership

Who may join, the two tiers of membership, and members' rights and duties

03
5

ARTICLES

ART
09

Eligibility

Membership is open to all interested persons.

ART
10

Categories of Members

Members are divided into two groups:

a Ordinary members

b Voting members

ART
11

Voting Members

A voting member is an individual who:

- ◆ Has become a member at least three months before the election.
- ◆ Has paid his/her membership fee in the three months leading up to the election.

ART
12

Members' Rights

- ◆ Attendance at programs
- ◆ Use of network services
- ◆ Participation in projects
- ◆ Nomination for organizational responsibilities
- ◆ Access to training and networking opportunities



Members' Duties

Members are required to:

- ◆ Comply with the Global Charter.
- ◆ Not harm the reputation of the organization.
- ◆ Behave professionally.
- ◆ Respect other members.

CHAPTER IV

Branch Bodies

The six organs through which a branch governs itself

1

ARTICLES

ART
14

The Branch Bodies

The Branch Bodies are:

- 1 General Assembly
- 2 Board of Trustees
- 3 Board of Directors
- 4 Executive Director
- 5 Inspector
- 6 Specialized Committees

CHAPTER V

General Assembly

The assembly of voting members and its powers

05
3

ARTICLES

ART
15

Composition

The General Assembly shall consist of all members with voting rights.

ART
16

Duties of the General Assembly

- ◆ Electing members of the Board of Trustees
- ◆ Electing the Inspector
- ◆ Receiving the annual report
- ◆ Providing suggestions and views

ART
17

Limits

The General Assembly shall not interfere in the daily administrative affairs of the Branch.

CHAPTER VI

Board of Trustees

The highest strategic and supervisory body of the branch

06
5

ARTICLES

ART
18

Mandate

The Board of Trustees is the highest strategic and supervisory body of the Branch.

ART
19

Size

The Board of Trustees shall consist of 10 to 15 members.

10–15

Trustees

2 yrs

Term of office

ART
20

Minimum Composition

The composition of the Board of Trustees shall include at least:

- ◆ Two women
- ◆ Two young people under 30 years of age
- ◆ Two entrepreneurs or business owners

ART
21

Term

The term of office of the Board of Trustees is two years.



Duties of the Board of Trustees

- ◆ Determining the strategic orientations of the branch
- ◆ Approving annual programs
- ◆ Approving the annual budget
- ◆ Reviewing the branch's performance
- ◆ Receiving and reviewing annual reports
- ◆ Electing the members of the Board of Directors
- ◆ Monitoring the performance of the Board of Directors
- ◆ Protecting the mission and values of KGND
- ◆ Approving the formation or dissolution of committees

CHAPTER VII

Board of Directors

The executive leadership elected by the trustees

6

ARTICLES

ART
23

Election

The Board of Directors shall be elected by the Board of Trustees.

ART
24

Size

The Board of Directors shall consist of 5 to 7 members.

5-7

Directors

2 yrs

Term of office

Monthly

Minimum meetings

ART
25

Term

The term of office of the Board of Directors shall be two years.

ART
26

Officers

At its first meeting, the Board of Directors shall elect from among its members:

① Chairman

② Vice Chairman

③ Treasurer

④ Secretary

ART
27

Duties of the Board of Directors

- ◆ Implementing approved policies
- ◆ Developing operational plans
- ◆ Supervising the Executive Director
- ◆ Developing membership
- ◆ Developing financial resources
- ◆ Developing cooperation
- ◆ Submitting reports to the Board of Trustees

ART
28

Meetings

The Board of Directors shall hold a meeting at least once a month.

CHAPTER VIII

Executive Director

The highest executive officer and daily management of the branch

08
3

ARTICLES

ART
29

Appointment

The Executive Director shall be appointed by the Board of Directors.

ART
30

Authority

The Executive Director is the highest executive officer of the branch.

ART
31

Duties of the Executive Director

- ◆ Implementation of resolutions
- ◆ Management of daily operations
- ◆ Management of staff and volunteers
- ◆ Management of projects
- ◆ Management of membership
- ◆ Management of communications
- ◆ Preparation of periodic reports

CHAPTER IX

Inspector

Independent oversight of finances and compliance

2

ARTICLES

ART
32

Election

The Inspector is elected by the General Assembly.

ART
33

Duties of the Inspector

- ◆ Review of financial affairs
- ◆ Review of compliance with regulations
- ◆ Submission of annual report
- ◆ Report of possible violations

CHAPTER X

Specialized Committees

Optional working bodies that extend the branch’s reach



ART
34

Authority to Establish

The branch may establish specialized committees.

ART
35

Proposed Committees

- | | |
|-----------------------------------|---|
| <p>Youth Committee</p> | <p>Women’s Committee</p> |
| <p>Entrepreneurship Committee</p> | <p>Education and Research Committee</p> |
| <p>Media Committee</p> | <p>Civil Society Committee</p> |
| <p>Fundraising Committee</p> | <p>Events Committee</p> |

CHAPTER XI

Finance

Where the money comes from and the duty to report

3

ARTICLES

ART
36

Financial Resources

The financial resources of the branch include:

- ◆ Membership fees
- ◆ Sponsors
- ◆ Public donations
- ◆ Grants
- ◆ Fundraising
- ◆ Educational services
- ◆ Consulting services
- ◆ Events
- ◆ Sales of cultural products

ART
37

Annual Report

The branch is obliged to submit an annual financial report.

ART
38

Network Contribution

From the second year of operation, the branch is obliged to pay the contribution to the infrastructure services of the global network in accordance with the Global Hub guidelines.

CHAPTER XII

Independence & Impartiality

A non-political institution and the limits it places on its leaders

12
3

ARTICLES

ART
39

Non-Political Character

KGND is a non-political and non-partisan institution.

ART
40

Political Neutrality of Leaders

Members of the Board of Trustees, the Board of Directors and the Executive Director shall not have the right to use their organizational position to support, promote or oppose political parties, political figures or political movements during their term of office.

ART
41

Conflict of Interest

Members of the Board of Trustees, the Board of Directors and the Executive Director shall not simultaneously serve in a managerial or executive position of another organization that may cause a conflict of interest with KGND.

CHAPTER XIII

Suspension & Dissolution

What happens when a branch breaches the charter

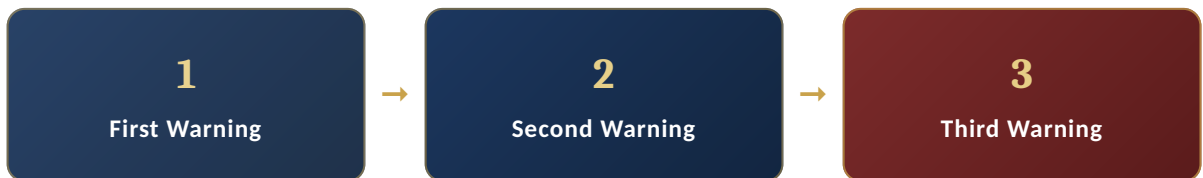
3

ARTICLES

ART
42

Warnings

In the event that the branch violates the Global Charter or the Network Regulations, the following will be issued:

ART
43

Suspension

After three official warnings, the Global Hub may suspend the branch.

ART
44

Dissolution

In extreme cases, the Global Hub shall have the right to dissolve the branch.

CHAPTER XIV

Amendment of the Regulations

How these regulations may be changed — and by whom

3

ARTICLES

ART
45

No Independent Amendment

No branch shall have the right to independently amend these Regulations.

ART
46

Authorized Process

Any amendment, deletion or addition to these regulations shall be possible only by the Global Hub and through the official process approved by the network.

ART
47

Latest Version

All branches are obliged to implement the latest approved version of these regulations.