

Association of Latvian Young Scientists

By-laws

Chapter 1. Name of the Association.

1.1. The name of the association shall be “Association of Latvian Young Scientists” (*Latvijas Jauno zinātnieku apvienība*) (hereinafter – Association).

Chapter 2. Goals and Objectives of the Association.

2.1. The goals of the Association:

2.1.1. To unite doctoral candidates and other young scientists in Latvia;

2.1.2. To represent and protect the rights and interests of doctoral candidates and young scientists at educational institution, state and international level.

2.2. For the purpose of attaining these goals, the Association enacts the following objectives:

2.2.1. To ensure the distribution of information about current events, conferences, scholarships, work opportunities etc. to the members of the Association;

2.2.2. To promote contacts and cooperation among young scientists within Latvia and internationally;

2.2.3. To organise various scientific and public events;

2.2.4. To represent Latvia’s doctoral candidates and young scientists domestically and at European level;

2.2.5. To serve as the regional representation of the World Academy of Young Scientists (WAYS) and the European Council of Doctoral Candidates and Young Researchers (EURODOC);

2.2.6. To perform economic activity and use the obtained profits for furthering the aforementioned goals and objectives of the Association.

Chapter 3. Term of Operation of the Association.

3.1. The Association has been established for an indefinite period of time.

Chapter 4. Procedure for Members to Join, Leave or Be Expelled from the Association.

4.1. Any student or graduate of a study programme may join the Association by submitting a written application of a certain format. The format of the application and list of accompanying documents shall be determined by the board of the Association.

4.2. The decision on accepting a member into the Association shall be taken by the board. The board shall examine an applicant’s application within one month of having received all the required documents. If the applicant has indicated in their application that they would like to attend the board meeting at which their application is examined, the applicant shall be invited to this meeting and given the opportunity to express their opinion. The applicant’s failure to present themselves at the meeting shall not prevent the board from taking a decision. The board shall inform the applicant of its substantiated decision in writing or electronically within one week of taking the decision.

4.3. A board decision to reject the applicant may be appealed to the member assembly. If the member assembly also rejects the applicant's application, the applicant shall not be admitted into the Association as a member and may reapply for membership no sooner than after one year.

4.4. A member may discontinue their membership to the Association at any time by informing the board of this decision in writing.

4.5. A member shall be expelled from the Association by a decision of the board, if:

4.5.1. the member has failed to pay their membership fee for more than a year;

4.5.2. the member has failed to adhere to decisions taken by the member assembly or the board of the Association;

4.5.3. the member has failed to fulfil their obligations and commitments;

4.5.4. the member is performing other actions which are in contradiction to these by-laws.

4.6. The matter of expelling a member shall be examined by the board at its next meeting, inviting the member in question to the meeting and giving them the opportunity to express their opinion. The failure of the member in question to appear at the board meeting shall not prevent the board from taking a decision. The board shall inform the member of its decision to expel them together with a substantiation of the decision in writing within five days of taking this decision.

4.7. The board's decision to expel a member may be appealed to the member assembly.

Chapter 5. Rights and Obligations of Members.

5.1. Members of the Association shall have the following rights:

5.1.1. to participate in the management of the Association (e.g. by voting and running in elections);

5.1.2. to receive information about the functioning of the Association, including access to all documents of the Association;

5.1.3. to participate in events organised by the Association;

5.1.4. to submit proposals regarding the functioning of the Association and improvement thereof;

5.1.5. to receive current information about the Association (e-mails etc.).

5.2. Members of the Association shall have the following obligations:

5.2.1. to comply with the by-laws of the Association and implement the decisions of the member assembly and the board;

5.2.2. to pay their membership fee for the calendar year by 1 February of the subsequent year;

5.2.3. to support the fulfilment of the goals and objectives of the Association through active involvement;

5.2.4. to attend annual member assemblies, as well as extraordinary member assemblies.

5.3. Restrictions to member status:

5.3.1. Members failing to comply with Clause 5.2.2. of these by-laws shall forfeit the rights provided in Clauses 5.1.1. and 5.1.2. and become *associate members*;

5.3.2. Members whose most recent academic or scientific degree was attained more than 10 years ago, shall become *senior members*, thus forfeiting the rights provided by Clause 5.1.1.;

5.3.3. Decisions regarding changes in member status as per Clause 5.3.1 and 5.3.2 shall be taken by the member assembly upon the recommendation of the board. The board shall inform the relevant members about the possible change to their status at least 30 days prior to the member assembly.

5.4. The individual commitments of members shall be established by a decision of the member assembly or the board. In order to establish commitments for a member which differ from those established for all other members, the relevant member shall agree to this. A member shall be released from these special commitments by decision of the same institution, which initially established them.

Chapter 6. Structural Units of the Association.

6.1. Territorial units or other structural units of the Association may be established by a decision of the member assembly;

6.2. The operation, rights and obligations of structural units, as well as their relations with the Association shall be regulated by the by-laws of the structural unit, which shall be approved by the member assembly of the Association.

Chapter 7. Procedure for Convening a Member Assembly and Taking Decisions.

7.1. The member assembly shall be the highest governing body of the Association.

7.2. All members of the Association shall have the right to participate in the member assembly. Members shall attend the member assembly only in person.

7.3. The regular member assembly shall be convened once a year – no later than by 31 March.

7.4. An extraordinary member assembly shall be convened upon the initiative of the board or the auditor, or if it is requested by at least one tenth of the members of the Association placing the request in writing and indicating the reason for convening the assembly.

7.5. A member assembly shall be announced at least 14 days prior to the assembly by sending a written or electronic invitation to all members.

7.6. The member assembly shall have the right to take decisions, if more than half of all members are present.

7.7. If the member assembly does not have the right to take decision due to a lack of a quorum, it shall be reconvened no earlier than after 14 days, but no later than within 5 weeks, and this reconvened member assembly shall have the right to take decisions regardless of the number of members in attendance under the condition that there are at least two members present.

7.8. The exclusive competence of the member assembly consists of the following:

7.8.1. Adopting amendments to the by-laws;

7.8.2. Electing and removing the auditor;

7.8.3. Electing and removing members of the board;

7.8.4. Deciding on the dissolution, continued operation or reorganisation of the Association;

7.8.5. Matters pertaining to acquisition, purchase or encumbrance with rights in rem of real estate;

7.9. The member assembly shall have the right to decide matters falling under the competence of other bodies provided in the by-laws.

7.10. A decision of the member assembly shall be approved if more than half of the members in attendance vote in favour of it. A decision regarding amendments to the by-laws, dissolution or continued operation of the Association shall be approved if more than two thirds of the members in attendance vote in favour of it.

Chapter 8. Executive Body.

8.1. The executive body of the Association shall be the board consisting of five members.

8.2. The board shall be elected by the member assembly for a term of three years, and board members may be re-elected. The chair of the board shall be elected by the board.

8.3. A board member shall be removed by a decision of the member assembly. Upon the removal of a member of the board, the member assembly shall elect a new board member.

8.4. A board member may at any time resign from the duties of board member by submitting a written resignation to the board.

8.5. The board shall have the right to take decisions, if more than half of its members are present. The board shall take decisions by a majority vote. If there is an even number of board members present, the chair of the board shall hold the decisive vote.

8.6. The board shall have the right to decide all matters that are not under the exclusive competence of the member assembly.

8.7. The competence of the board shall include the right to act with the property of the Association in adherence to the by-laws and legislation, organise measures to achieve the established objectives, manage the accounting for the Association in adherence to legislative requirements.

8.8. The rights to represent the Association shall lie with the chair of the board individually and at least two board members jointly.

8.9. A board member shall have the right to request compensation of expenses incurred in the course of performing their duties under the condition that they can provide relevant supporting documents. A volunteer shall have the right to request compensation of expenses incurred in the course of performing their duties under the condition that they can provide relevant supporting documents and if the board has concluded an agreement with the volunteer on performing the relevant tasks and compensating expenses.

8.10. The board shall report all actions taken by the Association to the member assembly.

Chapter 9. Auditor.

9.1. The financial and economic activity of the Association shall be controlled by an auditor elected by the member assembly for a term of one year.

9.2. The auditor of the Association may not be a member of the board of the Association, another elected or appointed official of the Association, an employee of the Association, nor may they have an entrepreneurial contract in place with the Association.

9.3. The auditor shall perform the following tasks:

9.3.1. Perform an audit of the Association's property and finances;

9.3.2. Produce an opinion on the budget and annual report of the Association;

9.3.3. Assess the performance of the accounting and record-keeping of the Association;

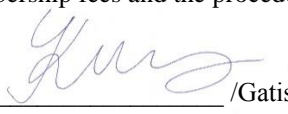
9.3.4. Provide recommendations for improvements in the financial and economic activity of the Association.

9.4. The auditor shall perform the audit within the deadline set by the member assembly, but no less than once per year.

9.5. The member assembly shall approve the annual report of the Association only after receiving the auditor's opinion.

Chapter 10. Membership Fees.

10.1. The amount of membership fees and the procedure for paying shall be agreed upon by the annual member assembly.

Chair of the Board: _____  /Gatis Krūmiņš /

By-laws with amendments as approved at the member assembly of 26 March 2011.

Rīga, Meža iela 1/1-27.aud.