



Statutes

Youth and Environment Europe

Vinohradská 2165/48, 120 00 Praha 2 – Vinohrady, Czechia

ye@yeenet.eu

Youth and Environment Europe (YEE) is a Pan-European network of environmental youth organisations.

Last updated at the Annual Meeting in July 2025



YOUTH AND ENVIRONMENT EUROPE

Vinohradská 2165/48, 120 00, Praha 2 | Czech Republic | IN: 68379684 | www.yeenet.eu | ye@yeenet.eu | @yeenetwork

Article 1. Name

1.1. The international Network shall have the name Youth and Environment Europe, hereinafter referred to as YEE or the Network.

1.2. YEE was founded as the European region of the International Youth Federation for Environmental Studies and Conservation (IYF) in 1983.

Article 2. Registered Office

2.1. The registered office of YEE is presently established at Vinohradská 2165/48, 120 00 Praha 2 – Vinohrady, Czechia.

2.2. The registered office of YEE can be transferred to any other location in Prague by a simple majority approval of the board.

2.3. The headquarters of YEE may be transferred to any other place in Europe pending a simple majority vote of the General Assembly, after consideration of a proposal presented by the board and the secretariat of the Network.

2.4. The Network may also open other branches in Europe pending a simple majority vote of the Board.

Article 3. Objectives

3.1. Youth and Environment Europe (YEE) is an independent, non-profit international environmental network of:

- a) local, regional or national non-governmental youth organisations;
- b) the autonomous youth sections of local, regional or national, non-governmental organisations;

concerned with youth empowerment on environmental issues and the current triple planetary crisis.

3.2. YEE aims to unite environmental youth non-profit organisations in Europe. Its goals are to mitigate and adapt to the triple planetary crisis by:

- a) raising awareness and building capacity among youth on the climate crisis;
- b) enhancing international cooperation and knowledge-sharing among our members;
- c) strengthening the participation of youth in environmental and climate decision-making processes;
- d) advocating for more ambitious environmental and climate commitments at local, national, European and international levels.

3.3. The qualified majority (90%) of participants in any activity of YEE shall be under 35 years of age unless otherwise stated, as in article 5.2. in these Statutes.

3.4. The implementation of all the activities of the Network must respect the organisation's Code of Conduct.

Article 4. Means

4.1. The Network shall work regardless of race, gender, culture, religion or political beliefs.

4.2. The Network shall attain its objectives (see Article 3, Objectives) by:

- a) uniting existing youth organisations whose objectives conform to those of the Network and encouraging the formation of new ones;
- b) encouraging individuals and organisations in any action which conforms to the objectives of the Network;
- c) organising camps, training courses, public actions, conferences, seminars, and other meetings and any other activities within the scope of the Network's objectives;
- d) collecting and exchanging documents, ideas and experience in the field of the Network's objectives;
- e) collecting, analysing and distributing information relevant to the Network's objectives;
- f) establishing and maintaining international contacts between the Network and organisations and individuals, so far as these contacts are beneficial to the Network and its objectives;
- g) joining international networks and youth constituencies to strengthen youth participation in environmental and climate decision-making processes;
- h) any other means that might be advantageous to the Network's objectives.

Article 5. Membership

5.1. Membership Criteria

5.1.1. The Network shall be composed of organisations, which are accepted as member organisations in accordance with these Statutes by the General Assembly at the Annual Meeting.

5.1.2. The members are organisations legally registered and operating in at least one European country.

5.1.3. The members have to fulfil the following general criteria:

- a) be active in the objectives of the Network. This must entail:
 - i) have at least one environmental goal in their Statutes and/or other official documents,
 - ii) have environmental objectives demonstrated by implemented projects related to the triple planetary crisis (the seniority of the applying organisation is taken into account when assessing this)
- b) have the registered office based in Europe;
- c) be concerned with youth empowerment on environmental issues and the current climate crisis;
- d) be a non-governmental organisation;
- e) be a non-profit-making organisation;
- f) have democratic aims and structures;
- g) fully acknowledge the Statutes of the Network;
- h) work with young people and have a decision-making body controlled by young people under 35 years of age;
- i) they are not subject to direction in their decisions by any external authority.

5.1.4. The rights and obligations of the members shall be as defined in and pursuant to these Statutes.

5.1.5. In exceptional circumstances, where there are unreasonable restrictions on the possibilities for non-governmental organisations to register or to become a legal entity, for example, due to the existence of an authoritarian regime, unregistered non-governmental organisations may be granted membership status upon a decision from the board and the secretariat of the Network.

5.2. Membership Rights

YEE Statutes

5.2.1. All members of YEE are considered to be equal and are subject to pay a membership fee in proportion to their budget, according to the membership policy. All members have the following rights:

- a) right to be present at the Annual Meeting (AM);
- b) right to nominate candidates for all posts of those statutory bodies and working groups of the Network mandated by the Annual Meeting. These include, but are not limited to, ad hoc task forces initiated at the Annual Meeting to answer pressing questions for the Network.
- c) right to vote – each member shall be entitled to one voting right. The person entitled to vote shall already be familiar with the member organisation that they are representing.

5.2.2. In order to practise those rights, all members should:

- a) have no debts of membership fee from the previous year;
- b) pay the membership fee of the current year or commit to pay it until the end of the Annual Meeting.
- c) be active in YEE activities during the year. Being active means:

c.1) Send at least one participant to one of the YEE activities, e.g. workshops and regional meetings;

c.2) In cases where they cannot send any participants to YEE activities, contributing to the work of YEE in online matters, ie, sending articles to the YEE newsletter, disseminating calls of YEE, social media content, contributing to surveys and questionnaires sent by YEE.

5.3. Membership Responsibilities

The members have the responsibility to:

- a) fulfil in a permanent manner all the criteria stated in 5.1 above;
- b) pay the annual membership fee before the official opening of the Annual Meeting of the year concerned, being aware of the fact that each MO has the right to appeal to the Executive Board of the Network in order to explain itself in case of difficulties with cash flow that affect the payment of the membership fee;
- c) participate in the meetings of the Network, its bodies or working structures;

- d) keep the Network informed on changes directly affecting their membership status and terms of conditions¹;
- e) answer in due time to requests for information connected with the purpose of the Network.

5.4. Membership Review And End Of Membership

5.4.1. In principle, members acquire their status for an unlimited period of time.

5.4.2. Whenever one of the member organisations does not fulfil the criteria for membership, the termination of its membership or the review of its membership status will be decided at the Annual Meeting by the General Assembly by a two-thirds majority of votes cast, not counting abstentions, as described in part B 2.2. to 2.9 of the Rules of Procedure.

5.4.3. Each member organisation, which has not paid its fees before the official opening of the Annual Meeting of the concerned year, shall automatically lose its voting rights as of the General Assembly at that same Annual Meeting. If membership fees are not paid for longer than two years and the Annual Meetings are not attended without giving any explanation, then the membership status shall be reviewed by the General Assembly as described in part B 2 of the Rules of Procedure.

5.4.4. Any member organisation may withdraw from membership of the Network at any time by giving notice in writing to the Member Organisation Officer and the Secretary-General, following Art. 2.8 of the Rules of Procedure.

Article 6. Annual Meeting And The General Assembly

6.1. Meeting

6.1.1. The regularly constituted Annual Meeting shall represent members of YEE. The General Assembly – constituted by the voting delegates of the member organisations – shall have the authority to take, exercise or ratify all decisions taken in the interest of the Network. The General Assembly is the ultimate authority of the Network, only limited by its liability to observe the Network's Statutes and

¹ See membership policy.

YEE Statutes

Rules of Procedure. During the Annual Meeting, voting delegates shall exercise such rights in good faith and respect the times allocated to interventions.

6.1.2. The Annual Meeting shall be convened in writing to the official email address of a member organisation and/or the contact person of the member organisation, at least 60 days before the ordinary Annual Meeting and 45 days before the extraordinary Annual Meeting.

6.1.3 In case of urgency, the Board may decide to reduce the convening notice period by half. The decisions of the Board regarding the decision to reduce the convening notices period are final and sovereign and the Board shall give reasons for its decisions.

6.2. Composition

6.2.1. The Annual Meeting shall consist of the representatives delegated by the member Organisations.

6.2.2. The General Assembly shall consist of the representatives delegated by the member organisations. All these representatives shall be duly accredited by their organisations and shall be under 35 years of age.

6.3. Attendance

The Annual Meeting is composed of member organisations that may send as many representatives to the Annual Meeting as they wish, but will accredit only one of these representatives as their voting delegate for the General Assembly.

6.4. Functions

6.4.1. The functions of the Annual Meeting shall be of a preparatory and debating character:

- a) to evaluate the work of the Network based on the Annual Report presented by the Executive Board;
- b) to receive the External and Internal Auditor's report;
- c) to revise the budget of the current financial year;
- d) to review the membership status of member organisations in accordance with the procedures determined by the Statutes and Rules of Procedure;
- e) to discuss amendments to the Policies, Statutes or the Rules of Procedure;
- f) to elaborate on the work plan and the priorities of the Network.

6.4.2. The functions of the General Assembly shall be of a decision-making character:

- a) to approve the financial statements and balance sheets of the elapsed financial year;
- b) to clear the Executive Board;
- c) to elect the members of the Executive Board and the Auditors and at least two observers to take the minutes;
- d) to confirm the budget for the current financial year and to adopt the draft budget for the next financial year;
- e) to determine the membership fees to be paid annually by the member organisations;
- f) to decide on the admission and dismissal of member organisations in accordance with the procedures determined by the Statutes and Rules of Procedure;
- g) to adopt amendments to the Policies, Statutes or the Rules of Procedure;
- h) to perform such other functions as may be conferred on it by the Statutes and Rules of Procedure;
- i) to approve the work plan and the priorities of the Network;
- j) to adopt resolutions at the proposal of member organisations or the Executive Board.

6.4.3 Formation of a Committee

- a) During an annual meeting, the General assembly can decide to introduce a committee;
- b) That committee shall be given a clear assignment, consisting of a description on what to prepare, with whom the committee meets and how to report back to the General Assembly.

6.5. Quorum

The General Assembly can only take valid decisions, if, at least, one-fourth of the full member organisations are officially represented by voting delegates. If the quorum is not reached, the decisions of the General Assembly will be effective, unless at least one-fourth of the full member organisations of the Network object in writing within 60 days of the date of publishing of the minutes of the Annual Meeting.

6.6. Voting

YEE Statutes

6.6.1. Except when otherwise required by these Statutes or by the Rules of Procedure, the General Assembly shall take decisions by a simple majority of the votes cast, not counting abstentions.

6.6.2. Each member organisation has one vote to be given personally by its voting delegate. A voting delegate may empower another representative of a member organisation by written proxy to vote on their behalf, complying with the instructions contained in the mandate. No person may cast more than one vote.

6.7. Extraordinary Annual Meeting

6.7.1. An extraordinary Annual Meeting shall be convened within 90 days of the approval of a request:

- a) by the Executive Board if it considers it necessary;
- b) by the Executive Board at the request of at least three member organisations, from at least three different countries;
- c) by one or more member organisations at the expense of the Network when the Executive Board fails to convene an Extraordinary Annual Meeting
- d) by the Secretariat if it considers it necessary and subject to approval from the Executive Board.

6.7.2. For an extraordinary Annual Meeting, the same regulations apply as for an ordinary Annual Meeting, except when otherwise stated in these Statutes.

6.8. Resolutions

6.8.1. Member organisations are not bound by the policy of the Network as expressed in the resolutions adopted by the Annual Meeting. Any member organisation which cannot or does not wish to express an opinion on a proposed resolution or opposes such a resolution can request this to be recorded in the minutes of the Annual Meeting and may distance itself from the policy expressed in this resolution by referring to these minutes.

6.8.2. A resolution can be adopted by the General Assembly as the official policy of the Network only if supported by a majority of two-thirds of the votes cast, abstentions not counted, and provided the draft has been circulated to all full member organisations along with the final version of the agenda of the Annual Meeting. In the case that one-third or more of the votes are abstentions, a second round shall be held by secret ballot, and in this instance, the resolution can be adopted by the General Assembly as the official policy of the Network only if

supported by a majority of two-thirds of the votes cast, abstentions counted. Such a resolution may be termed a policy statement.

6.8.3. Other resolutions can be adopted only as a resolution of the General Assembly, acting as a representative international decision-making body in a meeting of young environmentalists, and not on behalf of the Network.

6.9. Virtual Annual Meetings

6.9.1. In case an Annual Meeting cannot take place in person, to be judged by the Executive Board, it can be replaced by an online meeting.

6.9.2. The rules stipulated within the YEE Statutes and the Rules of Procedure on facilitation of an ordinary Annual Meeting shall remain in place.

6.9.3. The quorum for an online annual meeting is the same as for the General Assembly of the Annual Meeting.

Article 7. The Executive Board

7.1. Composition

7.1.1. The Board is composed of six persons from at least four different countries, reflecting geographical balance, appointed from among the member organisations:

- a) the Chairperson elected at the Annual Meeting by the General Assembly;
- b) the Vice-Chairperson is elected from among board members at the Annual Meeting by the General Assembly;
- c) the Treasurer elected at the Annual Meeting by the General Assembly;
- d) Four additional Board members were also elected at the Annual Meeting by the General Assembly. These four Board members will not be assigned specific roles during the election. Instead, after the election, portfolios will be distributed among the Board members according to YEE's board policy, skills, and needs of the network.

7.1.2. The members of the Board shall be under 35 years of age at their election.

7.1.3. All members of the Executive Board shall be elected by the General Assembly at the Annual Meeting. The term of office for each Executive Board member is two

(2) years. Executive Board members may be re-elected, provided they meet the eligibility criteria for candidacy, and may serve for a maximum of two (2) terms, whether in the same role or a different one, with a total maximum service period of four (4) years on the Executive Board.

7.1.4. One year following their election, at the midpoint of their term, Executive Board members shall be subject to a review process.

7.1.5. The members of the Executive Board shall exercise the powers delegated to them at the Annual Meeting by the General Assembly on behalf of the Network as a whole and not as representatives of their respective countries or organisations.

7.2. Responsibilities

7.2.1. The Executive Board is bound by the decisions taken at the Annual Meeting by the General Assembly. It is at all times and in all matters responsible to all Member Organisations. Its members shall report regularly to them.

7.2.2. The duties of the Offices of the Executive Board are defined in the Rules of Procedure and the Board Member Policy.

7.2.3. The Executive Board is the governing body of the Network. The Network is externally represented in all matters by the Executive Board, the Secretariat and volunteers upon delegation.

7.3. Functions

The Executive Board shall have the following functions:

- a) to provide the overall control of the Network;
- b) to control the fulfilment of the work plan approved by the General Assembly at the Annual Meeting.
- c) to implement the policies determined at the Annual Meeting by the General Assembly; d) to represent the Network with regard to third parties;
- d) to select the Secretary-General and to approve the other employees of the Network
- e) to approve a draft budget for the next financial year prepared by the Secretary-General;
- f) to give direction to the work of the Secretariat, set objectives and rules for the work of the Secretariat;
- g) to maintain contact with and between the member organisations;

YEE Statutes

- h) to prepare meetings of the organs of the Network and its other working structures;
- i) to participate in meetings of the organs of the Network;
- j) to present the Annual Report on the activities of the Executive Board and of the Network at the Annual Meeting;
- k) to provide the newly elected Executive Board with a training session as explained in part D 3.3 of the Rules of Procedure.

7.4. Quorum And Vote

7.4.1. The Executive Board may validly deliberate provided more than half its members are present. If the Quorum is not reached, the decisions of the Board Meeting will be effective unless one of the board members objects in writing within 14 days of the date of publishing of the minutes.

7.4.2. Decisions of the Executive Board shall be made by a simple majority of the votes cast. Each member shall have one vote. In case of a tie, the voting shall resume after more discussion. If three consecutive ties occur the proposal is not accepted.

7.4.3. Votes are automatically processed by a secret ballot using electronic means unless 1/3 of the YEE membership requests to open the vote through a show of hands.

7.5. Physical And Virtual Board Meetings

7.5.1. The Executive Board shall meet at least once a year, not including the Annual Meetings, and may convene in as many other sessions as necessary and when convened by the Chairperson. The latter shall convene a meeting of the Board if requested to do so by at least three of its members. The Secretariat shall take part in these meetings.

7.5.2. Minutes of Executive Board meetings shall be kept. The Minutes are to be stored in the online storage site of the Network.

7.6. End Of Mandate

Membership of the Executive Board will end in the event of:

- a) expiration of their mandate;
- b) resignation;

- c) request from the simple majority of the General Assembly for an extraordinary Annual Meeting;
- d) the unanimous decision of all the other members of the Executive Board. In this case, the dismissed member may appeal to the organs of the Network.

7.7. Elections

7.7.1. The members of the Board shall be elected by secret ballot at the Annual Meeting by the General Assembly by a simple majority of votes cast.

7.7.2. The Executive Board has the right to fill vacancies occurring during its period of office by sending an open call to Member Organisations. The position shall be filled as soon as possible, unless at least one-fourth of the full member organisations of the Network disagree in writing within 14 days following the announcement of the change, and the upcoming Annual Meeting is within three months of the notice. The Chairperson, Vice-chairperson and Treasurer shall always be Board Members elected at the relevant Annual Meeting.

Article 8. The Secretariat

8.1. The General Assembly of the Annual Meeting may establish a permanent Secretariat to perform such executive and administrative tasks as conferred on it by the Executive Board.

8.2. The Secretariat shall consist of Staff Members employed by the Network. From the entire staff of the organisation, the Executive Board only appoints the Secretary-General, who is given the responsibility for other staff members' recruitment, development and evaluation, but with the approval of the Board.

8.3. The Secretariat shall work under the direction of the Executive Board in accordance with the Statutes, the Rules of Procedure and the policies determined by the General Assembly at the Annual Meeting and guidelines developed by the Executive Board. It shall report once a month and be responsible to the Executive Board.

8.4. The rights and duties of the employees are defined in the Rules of Procedure and the Secretariat Policy.

8.5. The Secretary-General is empowered to do legal activities appointed in the work contract in the name of YEE. The Secretary-General is empowered to do other legal activities in the name of YEE only with the approval of the Board.

Article 9. Finances, Administration And Control

9.1. The funds of the Network may only be used for purposes advantageous to the objectives or activities of the Network.

9.2. The financial year starts on the 1st of January and ends on the 31st of December.

9.3. The Secretary General shall present a report on the financial situation of the Network at each Annual Meeting and submit for its approval the financial statements and balance sheets of the elapsed financial year. The approval of the General Assembly at the Annual Meeting discharges the Executive Board and the Treasurer of their financial responsibility for the period concerned.

9.4. The General Assembly of the Annual Meeting shall elect two auditors who shall not have any other office in the Network to check the accounts, verify the financial statements and balance sheets and examine the financial policy of the Executive Board. The auditors shall do the internal audit each financial year at the time most suitable for them and the Secretariat. The Auditors shall report at the Annual Meeting before the approval of the financial statements and balance sheets by the General Assembly.

9.5. The annual membership fee is to be determined by the General Assembly at the Annual Meeting, in accordance with the membership policy.

Article 10 The Supervisory Board

10.1 Composition

- a) The supervisory board has at least three members, all of which were former members of the secretariat, executive board or volunteers.
- b) The member charged with presiding over the meetings of the supervisory board was at least a former chairperson of the executive board, or a former member of the supervisory board.

- c) At least one of the members of the supervisory board has a special expertise with finance, by being a former treasurer or former secretariat member in the finance department.

10.2. Responsibilities

- a) The main goal of the supervisory board is to preserve the continuity of YEE.
- b) The supervisory board can provide requested and unrequested advice to the General Assembly and to the Executive Board;
- c) The supervisory board has no formal decision making power;
- d) The supervisory board will monitor safeguarding issues filed against members of the executive board and members of the governance department
- e) The main conversation partners of the supervisory board are the Chairperson, Vice-chairperson and Treasurer.

10.3 Meetings

- a) The supervisory board meets at least 2 times a year with the Chairperson, Vice-Chairperson and Treasurer of the executive board, but both parties can request more meetings.
- b) The supervisory board can be requested by the general assembly or executive board to explain their advice.

10.4. Mandate

The Rules of Procedure regulate the appointment, re-appointment and dismissal of the members of the Supervisory Board

Article 11. Winding-Up And Liquidation

The winding-up of the Network shall only be the decision of the General Assembly at the Annual Meeting, in accordance with the procedure described for the modification of the statutes.

Article 12. Modification Of The Statutes And The Rules Of Procedure

12.1. The present Statutes may be amended by the General Assembly at the Annual Meeting with a two-thirds majority of votes cast, not counting abstentions. The proposed amendments must be presented to the Secretariat in writing at least 90

days before the Annual Meeting and communicated to the members at least 60 days before the Annual Meeting. Amendments come into force after the end of the Annual Meeting. Any queries concerning the interpretation or application of these Statutes shall be decided, in the first instance, by the Executive Board and in the last instance by the General Assembly at the Annual Meeting.

12.2. The Rules of Procedure shall be adopted by the General Assembly at the Annual Meeting by a two-thirds majority of the votes cast, abstentions not counted. The Rules of Procedure can be amended by the General Assembly at the Annual Meeting by a majority of two-thirds of the vote cast, abstentions not counted. The proposed amendments must be presented to the Secretariat in writing at least 60 days before the Annual Meeting and communicated to the members at least 45 days before the Annual Meeting.

Article 13. Organs And Working Structures

13.1. The organs of the Network shall be:

- a) the General Assembly;
- b) the Executive Board;
- c) the Secretariat
- d) the Supervisory Board

13.2. The working structure of the Network shall be:

- a) the Annual Meetings;
- b) the Executive Board Meetings

13.3. For positions in the organs of the Network, a candidate can be elected if they are expected to be less than the age of 35 by the end of their mandate.

13.4. For positions in other working structures of the Network, a candidate can be elected or appointed if they are under 35 years of age at the time of election or appointment.

13.5. For all statutory meetings, except the Annual Meeting and the Extraordinary Annual Meeting, the delegates must be under 35 years of age. During the Annual Meeting and the Extraordinary Annual Meeting all MO delegates, except the Board Members who have been elected during the last Annual Meeting and will be cleared off their office during the same Annual Meeting, shall be under 35 years of age.

13.6. The employees of the Secretariat are to be under 35 (not included) years of age during the time of employment.

Article 14. Legal Capacity

The Executive Board shall take such action as it considers desirable to give the Network legal capacity in the countries in which it operates and where this may be necessary for the fulfilment of its objectives. In its dealings with third parties, the Network shall be represented by the Executive Board and the Secretariat.

Article 15. Language

15.1. The working language of the Network is English.

15.2. All official documents shall be available in English and in accordance with the organisation's translation policy.