

Sammanträdesdatum  
2018-27-10 - 2018-28-10  
Sida 1 (10)

Plats och tid: Stockholm kl. 11:40

Närvarande  
Förbundsstyrelsen:

ES Elliott SYRÉN (Ordförande)  
GD Gustav DAHLQUIST (Vice Ordförande)  
EG Ebba GUSTAVSSON (Kassör)  
MH Magnus HALL (Lärarrepresentant)  
RM Rebecka MADSEN (Kommunikationskoordinator)  
HP Heidi PARK (Projektkoordinator)  
VP Viktorija PESIC (Regional koordinator)  
ZM Zain MUMTAZ (Internationell koordinator)

Övriga:

NB Noura Berrouba (Ledamot i Governing body of EYP)  
LE Line Elfvin (Generalsekreterare, EUP Sverige)  
IF Ivar Fagerfjäll (Ledamot i EUP Öst)

Underskrifter:

Paragrafer: §§ 1–31

Sekreterare

Gustav DAHLQUIST (GD)

Stockholm den 28/10/2018



Ordförande

Elliott SYRÉN (ES)

Uppsala, den 17/12/2018



Justerare

Magnus HALL (MH)

Göteborg, den 22/12/2018



Ordförande  
Elliott Syrén



Sekreterare  
Gustav Dahlquist



Justerare  
Magnus Hall



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### §1. Mötets öppnande

Ordförande ES hälsade mötesdeltagarna välkomna och öppnade mötet lördagen 18 augusti kl.11:48

### §2. Val av ordförande för mötet

Styrelsen beslutade med acklamation  
att *välja* ES till mötets ordförande.

### §3. Val av sekreterare för mötet

Styrelsen beslutade med acklamation  
att *välja* GD till mötets sekreterare.

### §4. Val av justerare för mötet

Styrelsen beslutade med acklamation  
att *välja* MH till mötets justerare.

### §5. Fastställande av röstlängd

Styrelsen beslutade med acklamation  
att *fastställa* röstlängden till 7 personer, men lämnar utrymme för att justera in VP som ankommer senare.  
att *fastställa* röstlängden till 8 personer, när mötet återupptas söndagen den 28 oktober.

### Röstberättigade:

ES  
GD  
EG  
MH  
RM  
HP  
VP  
ZM

### §6. Fastställande av dagordning

Styrelsen beslutade med acklamation  
att *fastställa* den av ES och GD innan mötet framlagda dagordningen, med tillägg av punkt §26. Övriga frågor och punkt §7. Mårunda samt ett byte av punkt §8. Vision och §9. Information om avtals- & löneförhandlingen med GS, då VP punkt §8. berör VP och hon har ännu inte ankommit.

### §7. Mårunda

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Sekreterare  
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Mårunda är simpelt nog en runda av statusar för hur styrelseledamöterna mår. Protokollet antecknar inte innehållet av detta, utan istället påpekar att detta har skett.

**§8. Information om avtals- & löneförhandlingen med GS**

ES och EG har haft avtalsförhandling med Lina Elfvin (LE). ES berättar att mötet gick bra, och att förhandlingen resulterade i att bevilja LE 2000kr/mån i löneförhöjning, varav 1000kr är löneförhöjning och 1000kr är för privat pensionsparning. Vidare så kommer styrelsen att införskaffa en dator, samt jobbtelefon med kontantkort. Detta är även ett gemensamt informellt beslut av styrelsen under ett Skypemöte den x oktober. Viktigt att notera dock, är att avtalet ännu inte har skrivits på. Detta kommer att göras den 28 oktober 2018.

ES har pratat med IDEA, vilket är en rådgivande organisation för Ideella arbetsgivare. ES och EG har även involverat TINAX, för att förhandlingen samt processen med löneförhöjningen skall ske enligt lag samt underlättas. ES har även pratat med IDEA angående avtalet med föregående generalsekreteraren. Då han fortfarande stått som 'studieledig' och anställd även om han åtagit sig ett nytt jobb under tiden som studieledig. IDEA menar att han tekniskt sett inte ens är anställd längre, då hans kontrakt automatiskt avverkats när han åtog sig ett nytt jobb. ES kommer att kontakta Joel angående detta, för att rätta ut eventuella frågetecken.

LE har även förfrågat om betald praktik i Berlin, vilket styrelsen valt att avböja. LE kommer fortfarande att åtaga sig praktiken, men göra det obetalt. Detta kommer att ske i mars 2019, och sträcka sig från: 11mars till 5 april.

ES påpekar också att LE har framfört sin plan att börja studera under hösten 2019. Detta betyder att LE inte kommer att fortsätta som Generalsekreterare, men vill fortfarande ansöka om studieledighet för tjänsten, vilket hon har rätt till enligt LAS. LE har dock påpekat att hon kommer vara tillgänglig och engagerad i överlämnings/upplärningsperioden för en ny generalsekreterare under sommaren 2019.

Mötet auktioneras 12:19.

Mötet återupptas 12:36.

**§9. Vision**

ES presenterar idén med att bilda en gemensam vision för verksamhetsåret. Det är viktigt att styrelsen arbetar utefter ett gemensamt syfte, medan individens 'mål' utgör dess grund. ES går vidare strukturen av visions-bygget, där samtliga ledamöter får tid att reflektera kring individuell vision, som sedan kommer att användas för en gemensam. Bygget är strukturerat efter två kategorier: Vision & Mission - specificerat genom 'personligen - styrelsen och hela organisationen'.

**§10. Ambassadörsprogrammet**

GD presenterar Ambassadörsprojektet såsom framställt av förra årets Regionala Koordinator. Konceptet har hittills format förväntningar på en ambassadör, där även roller identifierats inom programmet (FS, RGS och Ambassadörerna). GD presenterar kärnan av projektet: Ta en aktiv roll i medlemsrekryteringen, utföra skolkampanjer som en aktiv del i skolrekryteringen, bidra till EUP Sveriges mediekampanjer genom spridning på sociala medier, personliga inslag etc, vara tillgänglig för effektiv kommunikation och fungera som en direktlänk mellan skolan och den regionala styrelsen, ansvara för kontakten med elever och lärare på sin egen skola, vara ett ansikte utåt för organisationen, både genom sociala medier och fysisk närvaro på skolor och event, initiera minst ett evenemang/år.

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VP kommer att ansvara för att kontakta de regionala styrelserna respektive, där hon informerar om det nuvarande konceptet samt håller en konstruktiv konversation kring hur de vill utveckla konceptet för sin respektive region. GD och VP kommer att sätta upp en strategi för hur det ska skötas, men kommer följas upp på under nästa styrelsemöte i december.

**§11. Understanding Europe**

ES berättar om att EUP Sverige tidigare har bedrivit en 'Understanding Europe' verksamhet, men att den har avtagit i Sverige efter 2015. ES har pratat med Internationella kontoret angående detta, och vi har chansen att återuppta denna verksamheten - där vi ger möjligheten till våra medlemmar att ta på sig rollen som ansvarig för projektet, som då får åka till Berlin för utbildningen kring konceptet.

HP uttrycker sitt intresse för att engagera sig i Understanding Europe, samt att projektet ger oss väldigt mycket tillbaka i form av engagemang av våra medlemmar.

GD inflikar med att Understanding Europe är ett perfekt projekt för att engagera universitetsstudenter. Styrelsen är ense om att möjligheter för universitetsstudenter är väldigt begränsade, där detta projektet kan spela stor roll i att involvera fler medlemmar samt nå ut till en större målgrupp. ES påpekar dock även att det i huvudsak bör beröra vår primära målgrupp just nu, då vi inte har tillräckligt med fokus på att fånga upp engagemang för våra redan investerade medlemmar. Han menar även att detta självklart inte skall exkludera Universitetsstudenter, men att vi bär i åtanke att framtida eventuella projekt sker öppet och fokuserat på engagemang-uppfång. Vidare konceptualisering av Understanding Europe kommer att ske vid ett senare skede.

GD kommer huvudsakligen att arbeta med Understanding Europe, där han tar en mer strategisk roll för konceptet. Han skall sedan rapportera tillbaka till styrelsen under styrelsemötet i december. ZM och HP kommer att assistera arbetet.

**§12. Utvärdering av Slack**

RM inleder med att berätta om att Slack under de senaste månaderna har fungerat väldigt bra. RM kommer att skicka ut en anonym survey till samtliga medlemmar för att stärka detta, alternativt utvärdera användandet av Slack och se till eventuella alternativ, om Slack uppfattats negativt. Styrelsen är ense om att Slack har fungerat väldigt bra hittills, och är ett bra sätt att isolera EUP-relaterat arbete från resterande privat arbete. Utvärderingen av Slack kommer att följas upp på fram tills nästa styrelsemöte i december.

Mötet auktioneras för lunch kl. 13:34.

Mötet återupptas kl. 14:06

**§13. GB talks med Noura Berrouba**

Noura Berrouba (NB) ankommer till mötet kl. 14:00 för att hålla i ett 'GB-talk'. Protokollet kommer att notera att detta har hänt, men då det inte berör organisationsutvecklingen och endast är informativt så noterar inte protokollet innehållet av detta möte.

Mötet auktioneras kl. 17:56 lördagen den 27 oktober.

Mötet återupptas kl. 10:31 söndagen den 28 oktober.

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**§14. Fastställande av ny dagordning**

Ordningen har ändrats för dagordningen, samt ett tillägg av punkt §15. Mårunda, §15. Fastställande av ny dagordning, §17. Stipendienämnden.

Styrelsen beslutade med acklamation

att *fastställa* den av **ES** och **GD** innan mötets återupptagande framlagda dagordning, med tillägg av punkt §14. Mårunda, §15. Fastställande av ny dagordning, §17. Stipendienämnden.

**§15. Mårunda**

Mårunda är simpelt nog en runda av statusar för hur styrelseledamöterna mår. Protokollet antecknar inte innehållet av detta, utan istället påpekar att detta har skett.

**§16. Medlemsrekryteringsstrategi**

**VP** presenterar sitt förslag till medlemsrekrytering. Hon börjar med att påpeka att EUP Sverige behöver 1000 unika medlemmar varje år för att kunna bli beviljade organisationsbidraget från MUCF. För 2018 har **VP** satt målet att få 1300 unika medlemmar, för marginal. För information och detaljer kring strategi-förslaget, **se bilaga 1**.

Första diskussionspunkten berör konceptet med 'värd-region' för ett nationellt event under punkt "Rekryterings-tävling mellan regionerna" i bilaga 1. Principen är att använda organiseringen av tex. ODW eller Årsmötet som morot för rekryteringen. Noterbart dock är att det endast gäller som 'företrädare', vilket betyder att regionerna fortfarande får välja om de är kapabla eller villiga till att organisera eventet eller inte.

LE, som har ankommit till mötet som åskådare, inflikar med 'landstingsbidrag', då Väst och Öst har möjligheten, om rekryterat 400 medlemmar i Öst, och 300 i Väst, kan söka landstingsbidrag. Detta kommer **VP** att kommunicera ut till de berörda regionerna.

Styrelsen är ense om att finansiering av medlemsrekrytering sker genom verksamhetsbidraget för regionerna, med möjlighet för att söka Projektbidrag från FS.

Vidare så etablerar styrelsen att deadline för medlemsrekryteringen skall vara den 14 december. Då siktar styrelsen på att ha 1200 medlemmar. Om inte, så kommer nästa styrelsemöte att vidta åtgärder för att uppnå målet.

Styrelsen beslutar med acklamation

att *anta* strategin för medlemsrekrytering som framlagt av **VP**

**§17. Stipendienämnden**

**GD** presenterar att Europeiska ungdomsparlamentet Sverige (EUP Sverige) nu söker 1-2 medlemmar till stipendienämnden 2018/2019. Ansökningsprocessen kommer att vara öppen i två veckor, från måndag den 29 oktober till 12 november 2018. I Bilaga 2 kommer detaljer och information att hittas kring Ansökningsprocessen.

Enligt Stipendienämndens arbetsstruktur, så behöver styrelsen en representant enligt arbetsstrukturen för Stipendienämnde. **RM** anmäler sitt intresse för att anta denna positionen.

Styrelsen beslutar med acklamation

att *välja* Rebecka Madsen som Förbundsstyrelsens representant till Stipendienämnden 2018/2019.

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**§18. Partner-schools**

MH börjar med att presentera hans tankar kring konceptet 'EYP Partner-school'. Han berättar om att konceptet tills nu varit ganska förutsättningslöst, vilket har gjort att MH tagit ett steg tillbaka och sett till dess ursprungliga idé för att forma ett nytt koncept. MH fortsätter med marknadsföring, och dess relation till Partner-school-konceptet. Han menar att det är viktigt att vi tillser skolor med material de behöver för att kunna marknadsföra EUP. Banderoller, dekal och marknadsföringsmaterial generellt som skolorna kan använda sig av för att visa upp sin 'Partner-school status'. För att fortskrida med detta marknadsföringssamarbete, så kommer RM skicka över 'Partner-school'-loggan till MH som kommer att skriva ut skyltar till skolor under de Regionala Sessionerna.

Vidare så tycker MH att konceptet behöver ses över. Det finns enligt honom oändligt med potential för konceptet, men det behöver tas tag i. I den andan, en annan aspekt som MH tar upp som diskussionsämne, är hur vi kan utveckla konceptet. GD presenterar en idé om att etablera Partner-school-konceptet som en kontinuerlig chans för skolor att delta på de regionala sessionerna. Detta innebär att partnerskolorna automatiskt har en plats i de regionala sessionerna, där de endast behöver registrera delegater när tiden är kommen. Detta skulle även kunna ge RGS en chans att fokusera på 'nya skolor' som ännu inte har medverkat på sessionerna, samt inte erhållit befattningen 'Partner-school'. Vidare så menar GD att konceptet bör erbjuda kontinuerlig information kring möjligheter ute i regionerna/nationellt organiserade event. Detta skulle ge 'relationen' mellan organisationen och skolorna mer substans, och outreach för potentiella medlemmar stärks.

I en mer teoretisk anda, eller till och med mer visions-baserat, så diskuterar styrelsen att framtida projekt, såsom Understanding Europe och EDIC-samarbetet, kan vara en del av överenskommelsen.

- Kontinuerlig chans att delta på regionala sessioner genom automatisk registrering i början av varje år, vilket ger RGS en chans att fokusera på nya skolor under skolrekryteringen istället;
- Kontinuerlig kommunikation kring möjligheter för skolorna och deras elever, såsom medlemsaktiviteter i regionerna, nationella event och internationella möjligheter;
- Ge privat inbjudan till att delta på potentiella Understanding Europe projekt som hålls i EUP Sverige;
- Tillse skolor med möjlighet att involveras i EDIC-samarbete som de regionala styrelserna bedriver;
- Tillse skolorna med diplom och certifikat för marknadsföringssyften.

Mötet auktioneras kl. 11:59

Mötet återupptas kl. 12:23

**§19. Inför BNC**

ZM börjar med att presentera Proposal Booklet för BNC Autumn 2018. Protokollsföringen kommer endast att beröra diskussions-områden för EUP Sveriges ställning till de olika förslagen. Förslagen kan hittas i Bilaga 3 "BNC Autumn Meeting 2018".

[se policyförslag 2, sida 20] Första diskussionspunkten berör förslaget om att ge GB 'befogenhet' att implementera 'straff' på Nationalkommittéer som inte följer etablerade och genomröstade policy-förslag. Exempel för nuvarande 'straff' är att förlora platser till de internationella sessionerna, men EYP Belgium och EYP Armenia vill att GB skall kunna utveckla detta vidare. Styrelsen diskuterar principen med att straffa istället för att stötta, då det också är de mest 'utsatta' nationalkommittéerna som skulle beröras, då många nationalkommittéer berörs extra mycket av omständigheter - såsom situationen i landet, tillkännagivande, etc. Det är således svårare för de 'ut-

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satta' nationalkommittéerna att anpassa sig till internationella policies. Styrelsen påpekar också att oklarheten kring vad 'straff' betyder i detta kontext bör definieras innan en sådan policy implementeras.

Mötet auktioneras kl. 12:54 för lunch.

Mötet återupptas kl. 14:16.

**§20. Uppdatering kring RS**

HP strukturerar upp sin uppdatering punkt för punkt för respektive session.

**Syd**

Det enda 'problem' som har uppstått hittills är ett litet underskott i budgeten. Det har dock täckts relativt omfattande av sponsring från RGS Syd och RGS Väst, plus 10.000kr från en fond. Vidare så har arbetet gått väldigt bra, Academic Preparation Kit har skickats ut till delegaterna - tillsammans med välkomst-information för både delegater och officials. Det har varit problem att fylla roller i sessionen, där det saknas en chair, en jury och en Editorial Assistant. Om rollerna inte fylls innan veckans slut, så kommer vi att sluta leta. Danska delegationen har hoppat av, men kommer istället att ersättas av två irländska delegater. Sessionen har 18 skoldelegationer från både Syd och Väst.

**Öst**

Arbetet med RS Öst har flutit på väldigt bra. Ivar Fagerfjäll har säkrat sina 'kärn-lokaler' och inväntar fortfarande besked om GA-lokal. Vidare så ser budgeten utmärkt ut, och han har säkrat 25000kr i sponsorskap hittills. Det har varit problem med att fylla några roller, då sessionen har haft några dropouts. Presidenten behövde 'avgå' för en månad sedan, varav HP bjöd in Lars Kleini från Schweiz, som har gjort ett bra jobb med att få igång arbetet igen. Sessionen har 8 skoldelegationer, plus en delegation på sex personer från Polen.

**Nord**

Budgeten ser stabilt ut, och sessionen har en stabil ekonomisk situation. Lucas Frisell, Projektledare för RS Nord, har valt att 'avgå' som Projektledare och arbetar nu som organisatör istället. Sessionen har 8 skoldelegationer, plus en delegation på fyra personer från Estland.

**§21. Uppdatering kring NS**

VP bestyrker att den Nationella Sessionen i Malmö 2019 går väldigt bra. De söker fonder aktivt och Erasmus+ ansökan har skickats in som ett resultat av en gemensam effort av GS (LE), ZM och Projektledarna. Ansökan ser väldigt bra ut, och vi hoppas på ett positivt resultat.

**§22. Aktivitet i och med Europaparlamentsvalet**

Ivar Fagerfjäll ankommer till mötet och presenterar att han har haft ett möte med Europa Kommissionens Representation i Sverige, som har förmedlat intresset att inkludera oss i deras EP-vals kampanj "Den här gången röstar jag". RM kommer att sätta upp ett möte med EU i Sv. för att konkretisera detta samarbete. Uppföljning sker på mötet i december.

LE fyller i att EUP Väst just nu arbetar på en EP-valsaktivitet, som just nu håller på att utvecklas. Denna aktivitet kommer isåfall att innebära en ansökan för finansiering till Skolval. Aktiviteten måste övergripande vara ut-

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bildande, kunskapsbildande och en dialog kring unga människors roll i EP-valet. LE menar att denna ansökan också skall spridas ut till fler än bara ett event i Göteborg. Det kommer behöva kommuniceras ut till regionerna inom uppkommande vecka 44.

I och med det, lägger nu ES upp för beslut att *fördela* bidraget för EP-valsaktiviteten till fler projekt än bara i Väst, som ursprungligen tänkt. Hur detta ser ut praktiskt kommer att följas upp på under mötet i december.

Styrelsen beslutar med acklamation

att *fördela* bidraget för EP-valsaktiviteten till fler projekt än bara i Väst.

**§23. Uppdatering från kansliet**

***Organisationsstruktur och MUCF***

LE informerar om organisationsstrukturen, då det uppstått ett problem i och med den nuvarande strukturen för geografisk utspridning. EUP Sverige uppfyller *inte* kraven för statsbidraget i år, i och med den nya organisationsstrukturen med medlemsföreningar och avvecklandet av EUP Uppsala. LE styrker att organisationsstrukturen måste ses över för att vi i framtiden skall ha en stabil utveckling ekonomiskt. Årets ansökan har nu justerats till en ansökan för *dispans* vilket betyder att vi inte har uppfyllt bas-kraven, och inte är garanterade statsbidrag för året 2019. Dock så finns det fortfarande hopp om bidraget, då vi har en lång historia med MUCF. Det finns dock ingenting mer att göra för att komplettera detta bidrag, men LE betonar vikten av att se över organisationsstrukturen i framtiden. Om ansökan avslås, kommer styrelsen att kalla till möte med lekmannarevisorerna för att omstrukturera EUP Sveriges organisationsstruktur. Uppföljning sker på styrelsemötet i december, när vi har fått ett beslut av MUCF.

***Erasmus+***

Erasmus+ har skickats in och har arbetats på främst av LE och ZM, med support och komplettering från Projektledarna för NS. Vi har fått in en förfrågan om komplettering, där mestadels formalia varit problemet. LE ser således ytterst ljust på ansökans beviljande, och kommer att hålla oss uppdaterade kring resultat.

***Landstingsbidraget***

LE informerar om att vi nu måste följa upp på redovisning för ansökan. Den redovisningen måste bevisa att pengarna som spenderats i samband med bidraget har gått till verksamhet i Öst. Där kommer utgifter i samband med RS 2018, kanslikostnader, samt den regionala styrelsen att inkluderas. Vi kommer även att sikta på att utveckla bidragsunderlag för både Öst och Väst i framtiden. LE menar dock att det är viktigt att vi sätter upp en strategi för hur vi investerar i regionerna som har fått bidraget, och att engagemanget för att organisera evenemang måste stärkas.

***G Suite***

Vi har blivit beviljade G Suite för ideella organisationer. G Suite är ... och det enda som behöver göras är att exportera mailadresserna från Oderland till Google. LE har en kontakt som kommer att åta sig detta, och uppföljning sker på nästa styrelsemöte i december.

Mötet auktioneras 16:11 för paus

Mötet återupptas 16:32

**§24. Code of Conduct**

**Ordförande**  
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GD och ES har sett över Code of Conduct och ändrat en teknikalitet i signaturs-sektionen av dokumentet. Ändringen ser ut som följande för att tydliggöra:

I, \_\_\_\_\_ agree to the above stated terms and conditions, and to the following Alcohol Policy.

Signature of participant: \_\_\_\_\_

Date and place of signature: \_\_\_\_\_

HP nämner även att många föräldrar har hört av sig angående underskrift för ungdomar under 18 år. ES och GD har dock gått igenom detta, och har kommit till slutsatsen att Code of Conduct inte är ett *lagligt* dokument per se, och kräver således inte föräldrars underskrift.

**§25. Genomgång av NC representanters ansvar**

ES börjar med att bestyrka vikten av att huvudansvariga har tillgång till samtliga emergency-contacts för samtliga medverkande. Styrelserepresentanter är 'Welfare officers' som skall agera ansvarig för deltagarnas hälsa, agera support vid nöd och se till att detta kommuniceras ut till samtliga deltagare under sessionerna. Vidare så skall samtliga skriva på Code of Conduct, vilket träder i kraft från och med Opening Ceremony. Fokus ligger specifikt på Alkoholpolicy, vilket vi är strikt ansvariga för att den följs. Styrelserepresentanter skall använda Code of Conduct som sin 'manual', där samtliga punkter skall följas av samtliga medverkande, med översyn av styrelserepresentanter.

**§26. Ekonomiuppdatering**

Den största förändringen/uppdateringen kring ekonomin sedan förra styrelsemötet i augusti, enligt EG, har varit Board Academic Training (BAT). Vi blev beviljade 10.000kr som bidrag efter att FS höll en modul om Mångfald i organisationen. Vidare så har samtliga kostnader för BAT utvecklats positivt, och vi gick mer eller mindre plus minus noll.

EG fortsätter med att markera att EG och LE kommer att ansvara för bokslut, istället för TINAX som tidigare har ansvarat för det. De kommer att göra det tillsammans, och påbörja arbetet snarast. Uppföljning sker under nästa styrelsemöte i december.

**§27. Hur vi organiserar nationella event**

**Styrelsen** utvärderar hur vi sedan vi tillträdde har organiserat nationella event, samt hur vi skall arbeta med det framöver. Board Academic Training har mottagit väldigt positiv feedback kring hur utbildningen var. Det har varit uppskattat att Väst fick uppdraget att organisera, speciellt ut ur ett 'involverings-perspektiv' och en viktig del av decentraliseringsprojektet. Styrelsen kommer att ta vidare detta till framtida projekt, såsom Alumni Weekend, Organisational Development Weekend och Årsmötet, som för tillfället är de enda inplanerade.

**§28. Alumni Weekend**

**HP** presenterar konceptet med nästa års Alumni Weekend: strukturen kommer att vara någorlunda likadan som Board Academic Training, vilket innebär att de regionala styrelserna kommer få förfrågan om att organisera årets Alumni Weekend. Detta är en del i decentraliseringsprojektet som vi siktar på att utvidga. **HP** kommer således skicka ut en förfrågan om bud från de regionala styrelserna att stå för den logistiska och ekonomiska aspekten av Alumni Weekend 2019. **EG**, **ES** och **HP** kommer att skapa ett arbetsdokument för Alumni

**Ordförande**  
Elliott Syrén

**Sekreterare**  
Gustav Dahlquist

**Justerare**  
Magnus Hall



**Sammanträdesdatum**

2018-27-10 - 2018-28-10

**Sida 10 (10)**

Weekend, så att RGS har en tydlig idé om hur det fungerar. Deadline för 'bud' kommer att vara den 14 december, och kommer att diskuteras under styrelsemötet i december.

**§29. Övriga frågor**

EG frågar om vi kan flytta styrelsemötet från 14-15 december till 8-9 december. Styrelsen beslutar om att flytta mötet till den 8-9 december.

MH frågar om det är okej att flytta ner Västs luftmadrasser till RS Syd. Styrelsen tycker att det är okej.

**§30. Mötet avslutas**

ES tackar alla för att de kom och avslutar mötet kl. 17:47 den 28 oktober 2018.

**Ordförande**  
Elliott Syrén



**Sekreterare**  
Gustav Dahlquist



**Justerare**  
Magnus Hall



## **Nationell Strategi**

EUP Sverige behöver 1000 unika medlemmar varje år för att kunna bli beviljade organisationsbidraget från MUCF. 2018 har EUP Sverige målet att få 1300 unika medlemmar.

- 1 rullande kampanj i sociala medier.
- Förbundsstyrelsen ska gemensamt rekrytera minst 50 medlemmar.

## **1300/4=325 medlemmar per region**

## **Landstingsbidrag**

Region öst och väst behöver 400 (öst) och 300 (väst) för att kunna söka landstingsbidrag.

## **Regional strategi per region**

- minst 3 skolkampanjer per månad
- rullande mediakampanjer per region

## **Målgrupp**

EUP Sveriges målgrupp för medlemsrekrytering är ungdomar i åldern 16-25.

Regioner kan utöver den åldersspecifika universella målgruppen ha undergrupper för målgruppsbeskrivning, exempelvis vill en viss region framförallt rekrytera i områden som regionen inte har en utvecklad medlemsbas i. Undergrupper i målgruppsbeskrivningen är upp till varje region att definiera efter behov och strävan.

## **Medel**

### **-Rekryteringstävling medlemmar**

En rekryteringstävling bland regionens medlemmar är ett effektivt sätt att göra rekryteringen till en roligare process och ett av många sätt för den regionala styrelsen att interagera med sina medlemmar. Tävlingens upplägg är upp till varje region, ett exempel på ett upplägg kan vara att den medlemmen som då inte sitter i en regional styrelse eller på annat EUP-relaterat förtroendeuppdrag som har rekryterat flest medlemmar fram till årsskiftet får ett pris. Priset väljs också av den regionala styrelsen.

Förslag på olika priser:

- Resestipendium för en session som sponsras av regionen

- Presentkort
- Upplevelse
- EUP-merch

Denna person ska dessutom (om samtycke ges av vinnaren) publiceras i sociala medier som ett offentligt tack. Ett annat sätt att hålla en rekryteringstävling inom regionen är att man gör den mer flödande genom att ha en "veckans rekryterare" som då också kan belönas med mindre priser som exempelvis presentkort med mindre belopp än den som skulle vara årets rekryterare. Den mer löpande rekryteringstävlingen blir ett sätt ge fler möjligheten att synas och bidra till organisationen.

De olika tävlingstyperna fungerar olika bra bland olika regionala medlemsbaser. Där är det upp till den regionala styrelsen att göra en bedömning av vad som kan ge regionen mest medlemmar.

### **-Rekryteringstävling mellan regionerna**

EUP Sveriges nyligen implementerade medlemsbaserade verksamhetsbidrag innefattar i enkla drag att desto fler medlemmar per region innebär desto mer bidrag per medlem. Vilket i praktiken gör att de olika regionerna baserat på den medlemssiffra de avslutar med vid årsskiftet kommer att påverka nästa års verksamhetsbidrag som delas ut av EUP Sverige. Den regionen som procentuellt ökar mest från tidigare år kommer att erkännas/offentliggöras i EUP Sveriges medier dessutom kommer den regionen ha företräde att bli värd-region för ett nationellt medlemsevent som hålls under våren.

## **Metoder**

### **-Kampanjer**

Skolkampanjer är ett av de effektivaste sätten till medlemsrekrytering. Det går till på så sätt att den regionala styrelsen (behöver inte nödvändigtvis vara styrelserepresentanter det kan vara skolambassadörer eller medlemmar från regionen) kontaktar skolorna i regionen och ber om att få ha bokbord på skolan. Där står representanter från regionen och pitchar EUP till eleverna. Där ska fokus var både på mass-spridningen och den koncentrerade rekryteringen. Det vill säga att både dela ut flygblad/visitkort till så stor räckvidd av elever som möjligt. De som stannar till är de som är potentiella direkta medlemmar som vill registrera sig på plats. För att få så många direkta registreringar är det bra att ha någon lockelse, som antingen kan vara något konkret, s

om något sött som finns på bordet, eller exempelvis att representanterna presenterar att de nyregistrerade medlemmarna är med i en tävling och att det vid senare tillfälle kommer lottas ut ett pris och skickas med post eller dylikt.

Mediakampanjer är ett bra sätt att få stor räckvidd för sitt budskap. Där kan man exempelvis betala en summa till facebook för att få ett inlägg sponsrat och få det att nå betydligt fler än den vanliga målgruppen som tar del av det som publiceras. All typ av kampanjande är ett sätt att göra reklam för organisationen, och den själva betydelsen av ordet *reklam* är latin för "ropa högt gång på gång" och det är lättare uppnått med sociala medier då ett och samma budskap kan nå vår målgrupp vid flertalet tillfällen genom olika kanaler.

### **-Event**

Utforska möjligheten i regionen till att synas på samlingsevent såsom mässor, Europadagar, EU-event. Vid sådana event finns möjlighet till stor räckvidd så länge samlingseventet lockar till samma målgrupp som EUP.

### **-Aktiviteter**

Under denna rubrik syftar det till medlemsregistrering och medlemsrekryteringen till regionens alla egna aktiviteter. Genom en specifik aktivitet som riktar sig till deltagare som ännu inte är medlemmar så kan man vid deltagarregistreringen registrera nya medlemmar till regionen (för att kunna delta på en EUP aktivitet krävs medlemskap).

### **-Skolsessioner**

Alla deltagare inom den givna målgruppen ska registreras vid en skolsession. Om skolsessioner hålls i regionen är det den regionala styrelsens ansvar att se till att alla deltagare registrerar sig som medlemmar.

## **Material**

Det materialet regionen har att tillgå för rekrytering är flygblad, roll ups, visitkort, EUP-merch.

## **Finansiering**

Medlemsrekrytering på regional nivå ska huvudsakligen finansieras av det givna verksamhetsbidraget med undantag om regionen håller en specifik aktivitet som då kan finansieras av ett projektbidrag från EUP Sverige.

## **Registrering**

Registrering av nya medlemmar ska endast ske via EUP Sveriges hemsida <https://eup.se/client-registration/>. Där är det viktigt att informationen som medlemmen anger kontrolleras av den som rekryterar. Fullständig medlemsinformation och/eller kryssade policydokument och riktlinjer ger oss fullständiga medlemmar som blir bidragsgrundande för EUP Sverige.

## **Deadline**

Medlemsrekryteringsperioden tar slut den 14:de december.

## **Mätning**

Veckovisa uppdateringar av medlemssiffror kommer att ges av Regional Koordinator per region till respektive regional styrelse fram tills årsskiftet. Dessa siffror ska presenteras i kalkylark eller i excel som delas med de regionala styrelserna.

Sammanfattat av Viktorija Pesic

**EUROPEAN YOUTH PARLIAMENT SWEDEN**

# **Stipendienämnd 2018/19**

*Ansökan*

## INTRODUKTION

Europeiska ungdomsparlamentet Sverige (EUP Sverige) söker nu 1-2 medlemmar till stipendienämnden 2018/2019. Ansökningsprocessen kommer att vara öppen i två veckor, från måndag den 30 oktober till 12 november 2018. Nedan kommer ni att hitta all information kring vad Stipendienämnden gör, samt vad som förväntas av Dig under arbetets gång.

### Vad är stipendienämnden?

För att öka möjligheten för EUP Sveriges medlemmar att åka på internationella aktiviteter delar EUP Sverige ut resestipendier. Vi välkomnar både nya och äldre medlemmar att söka. Stipendienämnden beslutar om vilka medlemmar som ska erhålla stipendiet. Grunden för bedömningen görs enligt kriterierna nedan. Medlemmar som tidigare inte har åkt på aktiviteter prioriteras. Stipendiet delas ut två gånger per år, till upp till tre personer åt gången och den maximala summan är 1000 SEK.

Stipendienämnden består av tidigare förbundsstyrelseledamöter och en ledamot från förbundsstyrelsen. Nämnden beslutar vilka medlemmar som ska erhålla stipendiet. Beslutet är att betrakta som enhälligt och kan inte överklagas. Ett avvisande beslut behöver inte motiveras.

### Arbetsstruktur

#### Stipendienämnden

- Utlysa stipendiet **två** gånger per år, efter de regionala sessionerna i november samt efter EUP Sveriges årsmötet i maj. Alternativt vid annan tidpunkt efter beslut av förbundsstyrelsen eller av stipendienämnden.
- Utse maximalt tre stipendiater vid varje omgång.
- Föreslå utveckling av konceptet till förbundsstyrelsen.

#### Förbundsstyrelsen/Generalsekreterare

- Betala ut maximalt 1 000 SEK/person efter att reseberättelse är mottagen.
- Skicka ut diplom till stipendiaten efter mottagen reseberättelse.
- Tillhandahålla mall för reseberättelse.
- Publicera reseberättelsen på hemsidan, och/eller andra sociala medier.
- Ta beslut om utvecklingen av konceptet, efter samråd med stipendienämnden.

#### Kriterier

- Sökanden **ska** vara medlem i EUP Sverige
- Medlemmen behöver inte ha någon tidigare erfarenhet av EUP, såsom sessioner eller andra aktiviteter för att motta stipendiet.
- Stipendiet kan sökas för sessioner, trainings eller andra aktiviteter med akademisk karaktär som är anordnade av EUP Sverige, EYP International eller andra nationalkommittéer (inklusive National Initiatives).
- Aktiviteten bör pågå **minst** en dag.
- En godkänd ansökan ska uppfylla ovannämnda kriterier och innehålla en personlig motivering samt en motivering av vad sökanden vill ha ut av aktiviteten för sitt fortsatta engagemang inom EUP Sverige.
- I de fall det är aktuellt, en lista på EUP-aktiviteter som sökanden deltagit i.

- Sökanden åtar sig att skriva en reseberättelse med tillhörande bilder som kan publiceras på EUP Sveriges hemsida, och/eller andra sociala medier.
- Sökanden har, efter erhållande av stipendiumet, sex månader på sig att utnyttja det.

## Ansökan

För att bli medlem i stipendienämnden krävs det att Du har tidigare erfarenhet av Förbundsstyrelsens arbete, och inte befattar någon officiell roll inom organisationen under mandatperioden. Du kommer att få en överlämning av tidigare års stipendienämnd, samt stöd av den sittande Förbundsstyrelse genom tidigare etablerade riktlinjer och direktiv. Om du har frågor, vänd dig till Gustav Dahlquist genom att maila nedan angiven adress.

Ansökan skall innehålla **en \*motivering på max. 500 ord**, och kommer att behandlas gemensamt inom Förbundsstyrelsen för ett objektvt och rättvist urval. Deadline för ansökan är 11 november 23:59 CET 2018.

Ansökan skickas i PDF-format till [gustav.dahlquist@eup.se](mailto:gustav.dahlquist@eup.se) och skall innehålla namn, telefonnummer och email-adress tillsammans med motiveringen.

\*Beskriv vad det är som motiverar dig till att sitta som ledamot i Stipendienämnden. Nämn gärna även några konstruktiva förslag kring hur stipendienämnden kan utvecklas. Du är fri att tolka din motivering på ditt sätt, och vi kommer att se över hur Du ser på rollen, samt engagemanget knuten till den.



**EUROPEAN YOUTH PARLIAMENT**

# **Meeting Booklet**

for the Meeting of the Board of National Committees  
on 16-18 November 2018, Berlin



EUROPEAN **YOUTH** PARLIAMENT

**European Youth Parliament**

Sophienstraße 28/29

10178 Berlin, Germany

Tel.: +49 (0) 30 726219520

E-Mail: [info@eyp.org](mailto:info@eyp.org)

[www.facebook.com/EuropeanYouthParliament](https://www.facebook.com/EuropeanYouthParliament) | [@eyp\\_int](https://www.instagram.com/eyp_int)

[www.eyp.org](http://www.eyp.org) | [www.schwarzkopf-stiftung.de](http://www.schwarzkopf-stiftung.de)

Re-published on 14 November 2018

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## Agenda of the Meeting

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The Meeting is held at the *Veranstaltungshaus Wannsee Berliner Sparkasse*, located at Kronprinzessinnenweg 21, 14129 Berlin, Germany.

All refreshments and meals will be served at the Meeting venue.

### Friday, 16<sup>th</sup> of November

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10:00 – 11:00	Teambuilding
11:00 – 11:30	Training & Networking Time
11:30 – 12:30	Lunch
12:30 – 12:45	Opening of Meeting
12:45 – 13:15	BNC Board Updates
13:15 – 14:15	<b>I:</b> Charter Change Regarding Policy Categorisation & References to “Alumni”
14:15 – 14:30	Break
14:30 – 15:15	<b>II:</b> BNC Resolutions
15:15 – 15:45	<b>III:</b> Update to the BNC Working Procedure
15:45 – 16:45	Governing Body Updates
16:45 – 17:00	Break
17:00 – 18:00	<b>IV:</b> Policy Enforcement
18:00 – 18:45	<b>V:</b> Reviewing the Feedback System in EYP
18:45 – 19:00	Closing the day

### Saturday, 17<sup>th</sup> of November

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10:00 – 11:00:	<b>VI:</b> Policy on Safeguarding Safety and Dignity in EYP
11:00 – 12:00	International Office Updates
12:00 – 13:00	Lunch
13:00 – 13:30	<b>VII:</b> Setting up an Emergency Lifeline During Sessions for NCs and HOs
13:30 – 14:15	<b>VIII:</b> EYP Code of Ethics
14:15 – 15:00	Working Group Updates
15:00 – 15:15	Break
15:15 – 16:15	Finance Updates
16:15 – 17:00	<b>IX:</b> Assessing the Role of the International Office in International Governance
17:00 – 17:15	Break
17:15 – 18:45	<b>X:</b> Workshops – Discussion Block
18:45 – 19:00	Closing the day



## Sunday, 18<sup>th</sup> of November

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10:00 – 10:45	<b>XI:</b> Standard Procedure for Dispute Resolution in EYP
10:45 – 11:15	<b>XII:</b> Proposal for the Formalisation of International Session GB Reports
11:15 – 12:00	<b>XIII:</b> Reviewing the Council Structure
12:00 – 13:00	Lunch
13:00 – 13:30	<b>XIV:</b> Update the Evaluation Policy of Session Leadership
13:30 – 14:30	<b>XV:</b> Welfare Policy
14:30 – 14:45	Break
14:45 – 15:30	<b>XVI:</b> Workshops – Presentation Block
15:30 – 16:00	Outlook



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# I: Charter Change Regarding Policy Categorisation & References to “Alumni”

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**Submitted by:** Governing Body

**Spokesperson:** Marek Navrátil ([gb@eyp.org](mailto:gb@eyp.org))

**Aim:** Modify the Charter of the EYP to include a new categorisation of policies, add an NC requirement to uphold relevant policies, and change the term “alumni” to “members”; Amend the BNC Working Procedure to include different majority voting requirements for the different types of policies.

## Executive summary:

For many years, we have had a set of policies in the EYP network, designed to regulate some issues not included in our Charter. While some of the policies were always considered only applicable to ISs, some were designed to have broader implications on the network. While according to the Charter, the BNC and GB can adopt policies on any matter they see fit, the Charter does not offer clarifications as to the different scopes a policy could have. Similarly, while it is understood and implied through the Charter that policies adopted by the GB and BNC are binding on them, this was not explicitly mentioned.

The Governing Body now seeks to bring clarity into this matter by differentiating between different kinds of policies based on the scope of their application. We propose to divide EYP policies into three categories: network-wide policies, governance-related policies, and International Session policies<sup>1</sup>. While the governance and IS policies shall follow the same co-decision procedure applied hitherto, the network-wide policies shall require a two-thirds majority of the BNC to be passed. (Considering their applicability to all NCs and all events, that seems to us to be a reasonable measure.)

Passing this categorisation of policies will, however, not immediately result in any policy having an effect on the whole network: these policies will need to be specifically voted in through the procedures mentioned above.

Practically speaking, this change would have an effect on the way that policies are discussed and understood in the network. Every policy discussion after this modification will have to be prefaced by a specification of its scope of application.

Other minor Charter changes include only changing the word “alumni” to “members”. As the Alumni Network was activated this year, and more and more projects and events are developed and organised for alumni (defined as individuals who are no longer actively involved in EYP), it is essential that we adjust our communication accordingly. While starting with the Charter, the GB also invites NCs to adjust their communication of their events to make clearer the distinction between members (individuals active in the organisation) and alumni. It should also be made clear that this change of wording in the Charter does not create a standardised definition of membership in EYP, as this is still very much up to each NC’s practices.

## History of the Proposal:

The Governance Reform passed in 2013 introduced a revised Charter and a new set of policies. There have been discussions since then regarding the applicability of said policies in the network, but never was there any statement or resolution of this debate.

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<sup>1</sup> The applicability of these shall extend to all events hosted by the International Office of the EYP.



The GB proposed to amend the Charter in Spring 2016 to include policy compliance as an NC requirement in the Charter, but was voted down by the BNC. NCs at the time felt like they did not know which policies would affect their work and which would not.

During the feedback phase on this proposal for the upcoming BNC meeting, it was pointed out that the type of majority required to pass policy best belongs in the BNC Working Procedure, rather than in the Charter. The GB considers that it is up to National Committees to decide on the voting requirements for its own functioning. It now includes a proposal on this for the BNC Working Procedure to enable NCs to submit amendments to it should any NC disagree with the proposal, as otherwise no other proposal could be made regarding the voting for the different types of policy.

### Proposed changes:

A new sub-clause is added in the NC Rights and Obligations (Article 6) of the Charter:

Original	Proposal
<p>1. A National Committee is required to:</p> <ul style="list-style-type: none"> <li>a. share and act in accordance with the mission, aims and values of EYP as outlined above;</li> <li>b. be a legally independent and non-profit organisation;</li> <li>c. respect, under all circumstances, the law of the territory in which it operates;</li> <li>d. have a statute, outlining the aims and the governance structure;</li> <li>e. conduct their activities in an open and transparent manner by holding open elections for decision making bodies on a regular basis;</li> <li>f. select delegations for EYP sessions abroad in a fair, transparent and inclusive National Selection Process;</li> <li>g. ensure that these delegations are well prepared and participate in the International Sessions;</li> <li>h. keep the Executive Director informed of upcoming and past activities;</li> <li>i. coordinate fundraising applications on the European level with the Executive Director;</li> <li>j. comply with minimal administrative requests from the Executive Director;</li> <li>k. only invite foreign delegations to its events through other National Committees, other pre-National Committee entities or through open calls for delegations or individuals.</li> </ul>	<p>1. A National Committee is required to:</p> <ul style="list-style-type: none"> <li>a. share and act in accordance with the mission, aims and values of EYP as outlined above;</li> <li><b>b. comply with this Charter and all applicable policies;</b></li> <li>c. be a legally independent and non-profit organisation;</li> <li>d. respect, under all circumstances, the law of the territory in which it operates;</li> <li>e. have a statute, outlining the aims and the governance structure;</li> <li>f. conduct their activities in an open and transparent manner by holding open elections for decision making bodies on a regular basis;</li> <li>g. select delegations for EYP sessions abroad in a fair, transparent and inclusive National Selection Process;</li> <li>h. ensure that these delegations are well prepared and participate in the International Sessions;</li> <li>i. keep the Executive Director informed of upcoming and past activities;</li> <li>j. coordinate fundraising applications on the European level with the Executive Director;</li> <li>k. comply with minimal administrative requests from the Executive Director;</li> <li>l. only invite foreign delegations to its events through other National Committees, other pre-National</li> </ul>



	Committee entities or through open calls for delegations or individuals.
<b>Rationale</b>	
This provision is to ingrain a requirement for NCs to abide by the Charter and policies that apply to them.	

Four new clauses are added in the Article 16 of the Charter:

Original	Proposal
<p><b>Article 16 – Policies</b></p> <ol style="list-style-type: none"> <li>1. The Board of National Committees or the Governing Body can propose policies to regulate issues not covered by this Charter.</li> <li>2. The Board of National Committees and the Governing Body have to jointly approve these policies unless this Charter or policy reserves decisions for either body independently.</li> <li>3. This Charter takes precedence over the policies.</li> <li>4. The Governing Body may ask the Board of National Committees to give a policy proposal priority status. The Board of National Committees has to decide upon this request for priority status within four weeks. If the Board of National Committees confirms priority status or fails to vote on it within this time period, the Governing Body can pass this proposal independently.</li> <li>5. The Governing Body can make changes to the policies without the approval of the Board of National Committees if the change either does not change the content (e.g. typing errors, spelling mistakes), or if the current wording does not accurately convey the intent of the clause. The Governing Body must inform the Board of National Committees of intended changes on the BNC mailing list. If three National Committees oppose a change by jointly addressing the Governing Body within three weeks of the announcement, the</li> </ol>	<p><b>Article 16 – Policies</b></p> <ol style="list-style-type: none"> <li>1. The Board of National Committees or the Governing Body can propose policies to regulate issues not covered by this Charter.</li> <li>2. The Board of National Committees and the Governing Body have to jointly approve these policies unless this Charter or policy reserves decisions for either body independently.</li> <li>3. <b>Policies can fall under one of the following categories: network-wide policies, governance-related policies, and International Session policies.</b></li> <li>4. <b>Network-wide policies serve the purpose of setting standards for the work of all the National Committees, all the events organised by the EYP, and the conduct expected of the representatives and members of the network. The Board of National Committees and the Governing Body jointly approve policies that regulate the network at large.</b></li> <li>5. <b>Governance-related policies are aimed at setting the rules and procedures for EYP governance and relationships between EYP stakeholders. The Board of National Committees and the Governing Body jointly approve policies that regulate the international governance of EYP.</b></li> <li>6. <b>International Session policies are designed to safeguard the quality and set standards for the flagship events of the EYP and are binding for the National Organising Committees and the Executive Director in the preparations of these</b></li> </ol>



<p>Governing Body may either withdraw the change, or ask the Board of National Committees to vote on it according to the normal co-decision procedure.</p>	<p><b>events, as well as all actors involved. The Board of National Committees and the Governing Body jointly approve policies that regulate International Sessions<sup>2</sup>.</b></p> <p>7. This Charter takes precedence over the policies.</p> <p>8. The Governing Body may ask the Board of National Committees to give a policy proposal priority status. The Board of National Committees has to decide upon this request for priority status within four weeks. If the Board of National Committees confirms priority status or fails to vote on it within this time period, the Governing Body can pass this proposal independently.</p> <p>9. The Governing Body can make changes to the policies without the approval of the Board of National Committees if the change either does not change the content (e.g. typing errors, spelling mistakes), or if the current wording does not accurately convey the intent of the clause. The Governing Body must inform the Board of National Committees of intended changes on the BNC mailing list. If three National Committees oppose a change by jointly addressing the Governing Body within three weeks of the announcement, the Governing Body may either withdraw the change, or ask the Board of National Committees to vote on it according to the normal co-decision procedure.</p> <p>Footnote: 2 The applicability of these extends to all events hosted by the International Office of the EYP.</p>
<p><b>Rationale</b></p>	
<p>A clear differentiation of the scope of applicability of policies is thus introduced in the Charter.</p>	

References to “alumni” are changed to “members” in Article 3 of the Charter:

Original	Proposal
<p>1. Alumni are defined as participants (i.e. accompanying chaperones, members of the chairs team, members of the media team, organisers, and jury members) of the National, Regional and International Sessions of the past two years (from</p>	<p>1. <b>Members</b> are defined as participants (i.e. accompanying chaperones, members of the chairs team, members of the media team, organisers, and jury members) of the National, Regional and International Sessions of the past two years (from the</p>

<sup>2</sup> The applicability of these extends to all events hosted by the International Office of the EYP.



the date of the election), as delegates from the International Sessions and as Governing Body members of the same time period. 2. Sessions have to last at least three days and include team building, committee work and general assembly to confer alumni status.	date of the election), as delegates from the International Sessions and as Governing Body members of the same time period. 2. Sessions have to last at least three days and include team building, committee work and general assembly to confer <b>member</b> status.
<b>Rationale</b>	
To avoid confusion between the terms “alumni” and “members” in the EYP context.	

Same for Article 10:

Original	Proposal
2. The National Committees elect four members and the alumni elect two members. 3. The Governing Body is accountable to the Board of National Committees and to the alumni.	2. The National Committees elect four members and the <b>members</b> elect two members. 3. The Governing Body is accountable to the Board of National Committees and to the <b>members</b> .

Same for Article 11:

Original	Proposal
2. In particular, the Governing Body ensures that EYP provides educational value and development opportunities for the alumni.	2. In particular, the Governing Body ensures that EYP provides educational value and development opportunities for the <b>members</b> .

Same for Article 12:

Original	Proposal
1. Every year, an election takes place whereby the National Committees elect two members and the alumni elect one member of the Governing Body for a term of two years. National Committees have three votes each and the alumni have one vote each. 2. Everyone is eligible to run for the Governing Body. 3. The vote is held online and the National Committees and the alumni vote from the same pool of candidates. 4. The candidate with the highest number of alumni votes is elected first and removed from the pool. The votes from the National	1. Every year, an election takes place whereby the National Committees elect two members and the <b>members</b> elect one member of the Governing Body for a term of two years. National Committees have three votes each and the <b>members</b> have one vote each. 2. Everyone is eligible to run for the Governing Body. 3. The vote is held online and the National Committees and the <b>members</b> vote from the same pool of candidates. 4. The candidate with the highest number of <b>member</b> votes is elected first and removed from the pool. The votes from the National Committees



Committees are counted second and the two candidates with the highest number of votes are subsequently elected in second and third place.	are counted second and the two candidates with the highest number of votes are subsequently elected in second and third place.
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Same for Article 13:

Original	Proposal
5. Members who are dismissed have to be replaced through early elections by their respective constituencies (either the members or the National Committees) and the teacher quota has to be maintained if applicable.	5. Members who are dismissed have to be replaced through early elections by their respective constituencies (either the <b>members</b> or the National Committees) and the teacher quota has to be maintained if applicable.

#### Add a clause to Section 7 'Voting Procedure' of the BNC Working Procedure

Original	Proposal
<i>New clause</i>	<b>The Board of National Committees and the Governing Body jointly approve policies. Network-wide policies are approved with a two-thirds majority of the Board of National Committees. International governance policies, as well as policies regulating international sessions require an absolute majority of the Board of National Committees.</b>
<b>Rationale</b>	
Currently any policy requires an absolute majority of the BNC to be approved. Introducing network wide policies as a category of policies applicable to all NCs and every event in the network, the GB proposes a higher threshold for approving such a policy.	



## II: BNC Resolutions

**Submitted by:** BNC Board

**Spokesperson:** BNC Board ([bnc-board@eyp.org](mailto:bnc-board@eyp.org))

**Aim:** Modify the Working Procedure of the Board of National Committees to introduce a new document type, “Resolution”, allowing the BNC to formally express its opinion.

### Executive summary:

Currently, the BNC is limited to discussing one of two document types, either a Proposal or a Topic of Debate, and can only take a formal decision on the first one. When a matter is not directly related to changing a policy, the BNC does not currently have a tool to formally express its opinion, as Topics of Debate are not formally voted upon. This restrains the ability of the BNC to properly fulfil some aspects of its role as defined in the clause 2 of its Working Procedure, such as “2.5 Expressing its views on new and existing projects”. Currently, the BNC can *kindly* ask another body to take action in a certain direction, but it may sometimes be necessary to *formally* express this wish. We believe that by giving the BNC this missing tool, its role within the international governance framework can be strengthened even more.

The concept of a resolution is something that everybody in EYP is familiar with, so letting resolutions of the BNC take the same shape makes it easy for BNC representatives to quickly adapt to this new type of document and use it to its full potential from the start. We also think that adding this tool rather than redefining Topics of Debate is the right way to go in order to still preserve the opportunity to informally discuss a topic at a BNC Meeting.

As per clause 7.3 of the BNC Working Procedure, resolutions would be decided upon by absolute majority.

### History of the Proposal:

In 2013, the current international governance structures were put in place, granting the BNC decision-making powers and raising its structural importance as a body. Since then, there were constant discussions about what powers the BNC should have. The idea of resolutions has never been discussed.

### Proposed changes:

**Clauses 4.2.7 to 4.2.9** are new clauses for the **BNC Working Procedure**, existing clauses 4.2.7 to 4.2.10 are renumbered accordingly. The new clauses are summarised under a subheading “Resolutions” in the “4.2. Document Types” section of the BNC Working Procedure.

Original	Proposal
<i>New clause</i>	<p>4.2.7 A resolution expresses the stance of the BNC in a formal manner.</p> <p>4.2.8 A resolution must be voted upon.</p> <p>4.2.9 The format of a resolution should be similar to that of a resolution of the European Parliament.</p>



Clauses about the submission of documents are changed to include resolutions:

Original	Proposal
<p>4.3.3. Proposal amendments and topics of debate must be made available at least two weeks prior to the BNC Meeting and it is up to the discretion of the BNC Board to set an earlier deadline for submission.</p> <p>{...}</p>	<p>4.3.3. Proposal amendments, <b>resolutions</b> and topics of debate must be made available at least two weeks prior to the BNC Meeting and it is up to the discretion of the BNC Board to set an earlier deadline for submission.</p> <p>{...}</p>
<p>4.3.5. The inclusion of policy proposals, proposal amendments, or topics of debate, submitted after the corresponding deadline, is up to the discretion of the BNC Board and is voted upon by the BNC by a two-thirds majority vote.</p>	<p>4.3.5. The inclusion of policy proposals, proposal amendments, <b>resolutions</b>, or topics of debate, submitted after the corresponding deadline, is up to the discretion of the BNC Board and is voted upon by the BNC by a two-thirds majority vote.</p>



### III: Update to the BNC working procedure

**Submitted by:** EYP Belgium

**Spokesperson:** Yannick Léonard, ([yannick.leonard@eyp.be](mailto:yannick.leonard@eyp.be))

**Aim:** Adding the possibility for the BNC formally endorse a question or statement, and for proposing entities to amend their resolutions during the BNC itself.

**Executive summary:**

Firstly, this proposal would add another instrument to the toolkit of the BNC. The BNC can now vote to endorse questions or statements. These could be statements on a specific issue, calls to action, or questions aimed at a different actor such as the GB or the IO. This would in a way formalise the process of informal voting which is already common at BNC meetings. The added advantage to this is that for example a formal question is much more difficult to ignore and also a lot more transparent towards the rest of the network.

Secondly, it allows the proposing entity to propose an amendment to their resolution even at the meeting itself, as opposed to the current system where amendments need to be published at least two weeks on beforehand. This is to avoid the common scenario wherein a proposal turns out to be popular during the rounds of debate but has a small sticking point that needs to be solved for it to pass. While it is true that for example the review period makes this less likely to be needed, it is still a reality that the most scrutiny a proposal is ever under is during an actual debate at the BNC meeting itself.

**History of the Proposal:**

This proposal has no previous history, but informal voting has been a long-standing part of BNC meetings. Asking the GB and IO members present at the BNC questions is also a standard part of a lot of discussions, especially if they are partly the subject of one, but these questions are simply asked and not endorsed by the BNC as being essential.

The possibility to amend a resolution on the spot has also been discussed informally in the past. Hostile last-minute amendments have been deemed difficult to find a fair system for. But the need for friendly amendments was expressed in earlier meetings. For example, at BNC 17-02 a proposal by the GB on changes to the policy of Selection of IS officials was defeated after a few small sticking points were exposed during the debate. It was subsequently passed with a 32—2 vote the next BNC after a few small changes were made.

**Proposed changes:**

Adding a subclause to **Article 7** of the BNC working procedure

Original	Proposal
<i>New clause</i>	7.14 A vote to endorse a question or statement can be made, by formal request, for the BNC to make a statement or ask a question in the name of the BNC.



### Rationale

This proposal only amends the Working Procedure. Amending the charter and requiring them to answer feels unnecessary. If a question or statement is officially endorsed by the BNC they will most likely respond either way. As mentioned before, this formalises the earlier informal votes and adds another tool to the BNC toolkit.

Adding a subclause to **Article 7** of the BNC working procedure

Original	Proposal
<i>New clause</i>	7.15 The proposing party can, by formal request and up to the discretion of the BNC board, amend their own policy proposal at any time before it is voted upon.
<h3>Rationale</h3> <p>This part of the proposal would allow a proposing entity to amend their proposal even during the rounds of debate. This is at the discretion of the BNC board and they retain the right to dismiss proposals that are for example only proposed last minute so debates are not possible. This should hopefully prevent resolutions with small issues to either pass when they are imperfect, or fail because of a small problem.</p>	



## IV: Policy Enforcement

**Submitted by:** EYP Belgium, EYP Armenia

**Spokesperson:** Yannick Léonard ([yannick.leonard@eyp.be](mailto:yannick.leonard@eyp.be))

**Amendments:** (a) **EYP BE:** Amendment 1 to the proposal on Policy Enforcement

(b) **EYP BE:** Amendment 2 to the proposal on Policy Enforcement

(c) **EYP BE:** Amendment 3 to the proposal on Policy Enforcement

(d) **EYP BE:** Amendment 4 to the proposal on Policy Enforcement

**Aim:** To create a system with which our charters and policies can be enforced

### Executive summary:

Currently, there is only one way to ensure National Committees adhere to the policies and charter we have at an International Level: derecognition. This is obviously too crude of a mechanism for smaller issues, and also does not properly apply to policies. While there are no real proper network-wide enforceable policies yet, should they ever come to exist there is no way in which to enforce them. The goal of this proposal is to put in place a procedure through which a National Committee can be penalised if they breach the charter. This is all in the hands of the GB, one of the only directly elected bodies on an international level. While the current proposal is not too thorough yet, for example the only included penalty is taking away IS spots, it is flexible enough to be adaptable in future. Furthermore, it has an elaborate appeals procedure to ensure the balance between the Governing Body and National Committees is retained.

### History of the Proposal:

The EYP Charter outlines the rights and duties of a National Committee. It furthermore states that a National Committee that does not comply with the charter can be derecognised or suspended. It does not have any other enforcement mechanisms and does not include anything to ensure policies can be enforced. A lot of new policies have been created over the years which are in essence unenforceable. And if smaller infractions of the charter occur all anyone can do is try to convince the National Committee to comply with the rules.

### Proposed changes:

The GB is given the right to enforce the Charter and policies of EYP in Article 11 of the Charter, and given the right to penalise those who break it

Original	Proposal
<i>New clause</i>	Article 11 – Role of the Governing Body  4. The Governing Body is responsible for ensuring the enforcement of the charter and policies of EYP.



**Adding subclauses to Clause 4.2 of the Working Procedure** of the BNC to create a new document type for appeals

Original	Proposal
<i>New clause</i>	<p>Appeals request</p> <p>4.2.11. An appeals request can be filed by a National Committee that has received a Penalty for breaching the Charter or a Policy of EYP.</p> <p>4.2.12 An appeals request must include a rationale by the National Committee explaining why the penalty is unfair or excessive.</p> <p>4.2.13 An appeals request must include whether the National Committee wishes to suspend or lighten the penalty received.</p>

**Adding clauses to Article 7 of the Working Procedure** to create the vote for suspension or lightening of a punishment and protect voting on appeal cases from tabling and allowing a blind vote

Original	Proposal
<i>New clause</i>	7.14 A blind vote can be held. If a vote is blind, it has to be conducted in such a way in which the individual NCs' voting stances are unknown to anyone but the BNC board.
<i>New clause</i>	7.15 A vote to suspend a penalty or lighten a penalty has to be included in an Appeals request. A vote to suspend a penalty or lighten a penalty cannot be postponed by a vote to postpone.
<i>New clause</i>	7.16 A vote to suspend a penalty or lighten a penalty is conducted through a blind vote.
<p><b>Rationale</b></p> <p>This firstly creates the possibility of a vote to suspend or a lighten a sentence and protects these votes from postponing. If a vote is postponed the NC does not have a chance to have their penalty suspended or lightened. It also creates the procedure of a blind vote. This is so that the BNC can vote without directly harming relations between NCs.</p>	



### Adding a new article to the to include the policy enforcement mechanism

Original	Proposal
<i>New clause</i>	Article 19 - Breach of Charter or Policies  1. If a National Committee breaches the Charter or any policies of the EYP, the Governing Body is responsible for investigating and penalising the offending National Committee
<i>New clause</i>	2. The Governing Body can make the decision to investigate any National Committee that it suspects of breaching the Charter or any policy. This decision has to be communicated to the entire Network and must include the articles or policies breached and a rationale.
<i>New clause</i>	3. The goal of the Governing Body's investigation is to determine whether the charter was breached, whether the National Committee had done whatever they could to prevent the breach, and whether steps have been taken to prevent a similar situation in the future.
<i>New clause</i>	4. National Committees under investigation have the obligation to cooperate with the Governing Body in this investigation.
<i>New clause</i>	5. The Governing Body has three months to conclude their investigation, and to decide whether or not to penalise the National Committee, and the size of the penalty.
<i>New clause</i>	6. The Governing Body can implement any penalty outlined in Article 22 of the Charter for a term of maximum one year after the decision to penalise was made
<b>Rationale</b>  This part of article 19 sets up the procedure itself officially in our Charter. It creates the official 'decision to investigate'. These decisions have to be communicated to all National Committees to ensure transparency, as well as introducing a 'name and shame' concept to the penalty system. There is a three-month time limit to ensure the decision does not take forever. The term is one year so that the penalty is up for review after a year. The penalties are specified in a separate article to make it more flexible in future to change or add penalty methods.	



### Further adding clauses to the new **article 19** for the rest of the procedure

Original	Proposal
<i>New clause</i>	7. The decision of the Governing Body whether or not to penalise the National Committee under investigation has to be communicated to the entire network and has to include a rationale explaining the full decision as well as a report summarizing the steps that were taken during the investigation.
<i>New clause</i>	8. The Governing Body and the penalised National Committee complies with the breached Charter or policy, as well as ensuring measures are in place to prevent future breaches.
<i>New clause</i>	9. If a National Committee is penalised, they have the right to appeal their penalty, as outlined in article 21. This appeal has to be made no more than one month after the decision to penalise has been made.
<i>New clause</i>	10. If the National Committee is not penalised, any National Committee has the right to call for a discussion on this decision at the next meeting of the Board of National Committees.
<b>Rationale</b>  This part of the article again requires the GB to publish their decisions to the entire network to ensure transparency. This includes a report on the actual steps taken in the investigation (who they contacted etcetera) so all NCs know what the decision is based on. It also introduces a right to appeal, so the GB is not the sole judge, jury and executioner of the penalty system.	

Adding the final subclauses to **Article 19** that outlines what happens after the decision to penalise.

<i>New clause</i>	11. Six months after the original decision to penalise a National Committee, the Governing Body has to publish a review decision. The Governing Body has to review whether the penalised National Committee has taken steps to ensure the Charter or policies are not breached in the future.
<i>New Clause</i>	12. The Governing Body can decide to uphold the penalty, change the penalty, or suspend the penalty.
<i>New clause</i>	13. One year after the decision to penalise a National Committee, the Governing Body has the right to renew the decision to penalise if no sufficient progress has been made to comply with the breached charter or policies. The Governing Body can extend the existing penalties or impose new penalties.



<i>New Clause</i>	14. The penalised National Committee regains its right to appeal within one month of the decision to renew the decision to penalise.
<i>New clause</i>	15. The Governing Body can implement any penalty outlined in Article 22 of the Charter for a term of maximum one year after the decision to penalise was made.
<b>Rationale</b>  In this final part of this article, the steps after the initial decision are outlined. Firstly, after 6 months, the GB already has the chance to change the penalty they implemented. For example, if the NC has made thorough reforms to make sure breaches do not happen, or are trying to, the GB can diminish or scrap the penalty. It also introduces what happens at the end. If the NC still after a year is not in compliance, the GB can renew the decision and the procedure starts all over again.	

Adding **article 20** to the charter outlining the complaints procedure.

<i>New clause</i>	Article 20 - Complaints procedure  1. If any National Committee in the network feels like any other National Committee is breaching the Charter or any policy of EYP, they can file a formal complaint with the Governing Body. The targeted National Committee has to be informed of this complaint.
<i>New Clause</i>	2. The Governing Body has to respond to any formal complaint within two months and has to decide whether or not they will investigate the National Committee targeted the complaint. This decision has to be communicated to all National Committees.
<i>New clause</i>	3. If the Governing Body decides not to investigate the targeted National Committee of a complaint, the complaining committee has the right to request that this decision is discussed at the next meeting of the Board of National Committees.
<i>New Clause</i>	4. Any member of the network that feels a National Committee has breached the Charter or any policy of EYP can file an informal complaint to the Governing Body.
<i>New clause</i>	5. The Governing Body is not required to respond publicly to informal complaints.



### Rationale

Article 20 outlines a way in which penalty procedures can be initiated by some entity other than the BNC. An NC can file a formal complaint on another NC. If this happens the GB has to respond publicly, and if the GB decides not to respond the NC that made the complaint can still bring it to the BNC. This allows them to call attention to an issue, even if the GB deems it not a breach of charter. Any member can also complain to the GB, but the GB does not have to respond publicly (though they can if they wish), this is to ensure there is no flood of responses to complaints.

Adding **article 21** to the charter outlining the appeals procedure.

<i>New clause</i>	<p>Article 21 - Appeals procedure</p> <p>1. If the Governing Body decides to penalise a National Committee for a breach of Charter or policy, that National Committee can appeal the decision to the meeting of the Board of National Committees.</p>
<i>New Clause</i>	<p>2. Even if the decision is appealed, the penalty given will remain in effect and can only be suspended by the Board of National Committees.</p>
<i>New clause</i>	<p>3. The penalised National Committee can request that the Board of National Committees suspend their penalty or request the Governing Body to diminish the penalty.</p>
<i>New Clause</i>	<p>4. A suspension of penalty and a request to diminish the penalty of a National Committee require an absolute majority vote at the meeting of the Board of National Committees.</p>
<i>New clause</i>	<p>5. The Governing Body has to respond to a request to diminish the penalty of a National Committee within two months.</p>
<h3>Rationale</h3> <p>Article 21 outlines the appeals procedure to the BNC board. This allows National Committees who are penalised and feel that the penalty or the decision itself is unfair to appeal this decision to a 'jury of peers' aka the BNC. They have to request whether they want to try and suspend their penalty (thus not accepting they are guilty) or ask the GB to diminish their penalty (accepting guilt but finding the penalty excessive).</p>	



Adding **article 22** to the charter outlining the possible penalties.

New clause	<p>Article 22 - Penalties</p> <p>1. The Governing Body can apply any penalties outlined in this article to a penalised National Committee. The penalty given has to be proportionate to the severity of the breach of Charter or policy and the progress a National Committee has made to complying with the breached Charter or policy.</p>
New Clause	<p>2. The Governing Body has the right to withhold delegate spots at International Sessions at least one year and no more than two years in the future.</p>
<p><b>Rationale</b></p> <p>For now, the penalty section is quite limited. It only allows withholding IS spots. The general idea of the proposal is however to keep the system flexible so that in future a more sliding scale of penalties can be applied.</p>	

### Summary of Charter changes

1. Gives the GB the task to enforce the EYP charter and policies
2. Creates a procedure where the GB can put an NC that may have breached the Charter or policies under investigation
3. The GB can then decide to penalise an NC if they breached the Charter or policies
4. An NC can appeal this decision to the BNC, who can vote to suspend the penalty imposed by the GB or ask the GB to diminish the penalty
5. A decision to investigate can also be instigated by a formal complaint by another NC or an informal complaint by a Member
6. After 6 months the GB can review their penalty
7. After a year the penalty stops or can be renewed for another year
8. The only penalty mechanism currently available is taking away IS spots



## IV (a): Amendment 1 to the proposal on Policy Enforcement

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**Submitted by:** Yannick Léonard (EYP Belgium)

**Spokesperson:** Yannick Léonard ([yannick.leonard@eyp.be](mailto:yannick.leonard@eyp.be))

**Aim:** To create more enforcement possibilities in the proposal on Policy Enforcement

### Executive Summary:

This amendment is part of the proposal on Policy Enforcement. It is part of a series of amendments that would allow the BNC meeting to vote on the different instruments for enforcing policy given to the Governing Body separately. This allows the BNC meeting to pick the penalties they would find appropriate without necessarily having to vote down the full proposal.

This amendment would remove the already included penalty in clause 2 of article 22 of the proposal: withholding delegate spots for National Committees at International Sessions. One could oppose this penalty because instead of punishing a National Committee, it punishes delegates that would be selected at a future National Selection Conference.

### Proposed changes:

Removing **article 22 clause 2** of the policy proposal **Policy Enforcement**:

Proposal Phrasing	Proposed Amendment
2. The Governing Body has the right to withhold delegate spots at International Sessions at least one year and no more than two years in the future.	<b>Remove clause</b>



## IV (b): Amendment 2 to the proposal on Policy Enforcement

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**Submitted by:** Yannick Léonard (EYP Belgium)

**Spokesperson:** Yannick Léonard ([yannick.leonard@eyp.be](mailto:yannick.leonard@eyp.be))

**Aim:** To create more enforcement possibilities in the proposal on Policy Enforcement

### Executive Summary:

This amendment is part of the proposal on Policy Enforcement. It is part of a series of amendments that would allow the BNC meeting to vote on the different instruments for enforcing policy given to the Governing Body separately. This allows the BNC meeting to pick the penalties they would find appropriate without necessarily having to vote down the full proposal.

This amendment would allow the Governing Body to ban any National Committee from applying to any grants the International Office provides National Committees with. It specifically applies to grants that are received through an open call to the network, such as the NC Support Fund or the Power Shifts project. It does not apply to grants that are given through a direct agreement between the International Office and a National Committee, such as BASES funding, in order not to jeopardize any legal obligations the Office has already made.

### Proposed changes:

Adding **clause 3** to **article 22** of the policy proposal **Policy Enforcement**:

Proposal Phrasing	Proposed Amendment
New clause	<b>3. The Governing Body has the right to exclude applications from a National Committee for funds or grants provided by the International Office.</b>



## IV (c): Amendment 3 to the proposal on Policy Enforcement

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**Submitted by:** Yannick Léonard (EYP Belgium)

**Spokesperson:** Yannick Léonard ([yannick.leonard@eyp.be](mailto:yannick.leonard@eyp.be))

**Aim:** To create more enforcement possibilities in the proposal on Policy Enforcement

### Executive Summary:

This amendment is part of the proposal on Policy Enforcement. It is part of a series of amendments that would allow the BNC meeting to vote on the different instruments for enforcing policy given to the Governing Body separately. This allows the BNC meeting to pick the penalties they would find appropriate without necessarily having to vote down the full proposal.

This amendment would allow the Governing Body to forbid a National Committee from applying to host any “network-wide” event such as ISSes and Summer Academies. This would only apply to applications in the future and not events for which the host National Committee has already been selected. This ensures that already planned events are not suddenly cancelled.

### Proposed changes:

Adding **clause 4** to **article 22** of the policy proposal **Policy Enforcement**:

Proposal Phrasing	Proposed Amendment
New clause	<b>4. The Governing Body has the right to exclude applications from a National Committee to host any events managed by the International Office, namely International Sessions, and any training events supported by the International Office such as T4ETs, Summer Academies, and other network wide training events.</b>



## IV (d): Amendment 4 to the proposal on Policy Enforcement

**Submitted by:** Yannick Léonard (EYP Belgium)

**Spokesperson:** Yannick Léonard ([yannick.leonard@eyp.be](mailto:yannick.leonard@eyp.be))

**Aim:** To create more enforcement possibilities in the proposal on Policy Enforcement

### Executive Summary:

This amendment is part of the proposal on Policy Enforcement. It is part of a series of amendments that would allow the BNC meeting to vote on the different instruments for enforcing policy given to the Governing Body separately. This allows the BNC meeting to pick the penalties they would find appropriate without necessarily having to vote down the full proposal.

This amendment would remove the already included penalty in clause 2 of article 22 of the proposal: withholding delegate spots for National Committees at International Sessions. One could oppose this penalty because instead of punishing a National Committee, it punishes delegates that would be selected at a future National Selection Conference.

### Proposed changes:

Adding **clauses 4, 5 and 6** to the policy proposal **Policy Enforcement:**

Proposal Phrasing	Proposed Amendment
New clauses	<p><b>4. The Governing Body is allowed to strip a National Committee from its voting rights at Meetings of the Board of National Committees.</b></p> <p><b>5. The penalty in clause 4 will only come into effect after the Board of National Committees confirms this penalty through a two-thirds majority vote to exclude the National Committee at the next Board of National Committees Meeting. If this passes, the National Committee will have lost his right to vote until the start of the next meeting of the Board of National Committees.</b></p> <p><b>6. This penalty has to be reconfirmed by a vote in any future BNC meeting the penalty is still in effect.</b></p>

Adding a subclause to the **BNC Working Procedure clause 7**

Proposal Phrasing	Proposed Amendment
New claus	<b>7.17. If a National Committee has received a penalty as outlined in article 22 of the Charter that limits its rights at a Board of National Committees meeting, this penalty has to be confirmed at the start of every meeting by a two-thirds blind vote.</b>



## V: Reviewing the Feedback System in EYP

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**Submitted by:** EYP Austria

**Spokesperson:** Hanna Begic ([hanna.begic@eyp.at](mailto:hanna.begic@eyp.at))

### Statement of Debate

*"The current feedback system within the EYP happens on a vertical level, without including the perspective of team members on their team leaders at a session."*

### Rationale and Intended Outcome

The last revision of the Policy on Evaluation and Feedback was executed in December 2017. As the practice of evaluating and feed backing team members in the EYP has been exercised for a long time, it is clearly apparent from this Policy that the main focus lies on the implementation of evaluations rather than feedbacks. While evaluations and feedbacks are given from a superior to an inferior, meaning team leaders evaluate and feedback their team, it is not in use vice versa. The purpose of this topic is to reconsider the feedback system at a session of the EYP and introducing a so-called "bottom-up" system, specifically granting team members the power of feed backing their team leaders for greater transparency and a better learning experience for team leaders.

### History of the Proposal:

At the Spring BNC –Meeting of 2013 the idea of a common evaluation system was suggested by EYP NL. The same year the Working Group on Reforming the Recommendation System was introduced, although it was reasoned that it is difficult to improve the already existing system and opted for proposing a newly-created procedure. At the next years' Spring BNC-Meeting it was recommended to implement mandatory written feedback for Delegates, which has been annulled by making feedbacks optional. At the Spring BNC-Meeting of 2015 the Policy of Evaluation and Feedback has been renewed and presented by the Working Group on Reforming the Recommendation System. In the following Meeting, changes have been made in the new formulation of the definition of feedbacks, which are seen as "comments on a person's performance ... For the participant to facilitate his/her learning experience"<sup>3</sup>.

### Possible Action Plan

Primarily, this system will further allow feedbacks given to the leadership team by their team members. This should be executed via an online form, which should consist of both open and closed questions, deriving from a questionnaire published on the Member Platform. Additionally, it is suggested to publish a guide on giving evaluations and feedbacks on the Member Platform to ensure clearness on this matter. The feedback will be taken into account and ideally integrated into the evaluation of the respective team leader by the responsible NC member or session mentor. The deadline for giving a feedback should be after two to three weeks after a session, although the people in charge of the session are encouraged to decide independently when to set the deadline. Furthermore, to ensure the anonymity of every person giving feedback, it is proposed to follow the same proceeding as e.g. for the GB election by implementing an online anonymous poll.

### Potential further steps to improve the situation

- Create a Working Group on Evaluations and Feedbacks
- Implementing this feedback system at Regional Sessions as a trial run

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<sup>3</sup> [https://www.members.eyp.org/sites/default/files/bncm\\_02\\_15\\_minutes\\_updated\\_0.pdf](https://www.members.eyp.org/sites/default/files/bncm_02_15_minutes_updated_0.pdf)



- Sending updates and results of the trial run to the GB and the proposing Committee



## VI: Policy on safeguarding safety and dignity in EYP

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**Submitted by:** Governing Body

**Spokesperson:** Maria Manolescu, Noura Berrouba ([gb@eyp.org](mailto:gb@eyp.org))

**Statements:** EYP Finland

**Aim:** The new policy aims to (i) ensure volunteering for and participating in EYP offers a safe space for personal growth and development, where the wellbeing, dignity and respect of individuals is at the forefront; (ii) create an environment where bullying, harassment, and sexual harassment are not tolerated in any form; (iii) to lay down standard behaviour and clarify roles and responsibilities; (iv) to establish procedures for reporting bullying and harassment, as well as the potential consequences to be incurred.

### Executive summary:

Part of the Governing Body's priorities for 2018 is working on ensuring EYP continues to be a safe and welcoming environment for everyone. The GB has proposed and discussed the Participant Welfare Guide at the Spring 2018 BNC meeting and continued reflection on the topic throughout the year. Throughout August – September, the GB has launched a survey in the network to collect incidents of bullying, harassment and abuse in EYP. Over 200 responses had been submitted by the beginning of September 2018. Based on the results of the survey, as well as research carried out into programs and procedures on the topic in other international youth and governmental organisations, as well as professional work-places, and consultations with experts and individuals working in such fields, the GB is suggesting a new policy on preventing and combating bullying, harassment and abuse; as well as setting out reporting, complaint and measures to be taken when such incidents occur.

**Applicability** Policy would be applicable network wide, as well as to international events (international sessions or other events organised/supported by the International Office).

### In brief, the Policy:

- Defines bullying, harassment, abuse and sexual violence
- Lays down the standard behaviour expected from participants, members, event leadership and team leaders, as well as roles and responsibilities
- Creates a reporting mechanism as follows:
  - ⇒ Event Safe Person (formerly referred to as the Participant Welfare Officer): focal point during an event for any questions, concerns or reports of behaviour that is against the policy
  - ⇒ National Safe Person: focal point for complaints submitted outside of events.
  - ⇒ International Safe Person: assigning a GB member as focal point dealing with matters relating to the policy
  - ⇒ Safe Core Team – a new working group on the international level responsible with:
    - Raising awareness in the network on bullying and harassment, prevention tools, applicable rules and procedures, through e.g. creating and disseminating materials on the topic;
    - Ensuring appropriate training for Safe People on all levels and supporting them in the fulfillment of their responsibilities;



- Receiving and evaluating complaints of bullying and harassment, as well as any behaviour against the present policy, the Welfare Policy or any other behaviour that harms or endangers EYP members, participants or officials;
- Proposing to the GB the appropriate measures or consequences to be taken.
- Establish a complaint mechanism
  - ⇒ Complaints are submitted to the Safe Core Team who reviews and evaluates them, creating an Incident Report, with proposal for measures to be taken
  - ⇒ Incident Report is shared with complainant and alleged perpetrator for comments;
  - ⇒ Report and parties' comments are submitted to the GB for final decision;
  - ⇒ Potential measures to be applied:
    - reprimands;
    - expulsion from the event at the participant's own expense (access to any of the program elements or venue is forbidden from then on);
    - mention of the behaviour in the participant's evaluation;
    - "Inability" to be selected for International Sessions or events organised with the support or involvement of the International Office/Governing Body for a certain amount of time;
    - legal action in case of unlawful behaviour;
    - indefinite expulsion from the national organisation, either temporary or permanent;
    - expulsion from all EYP events, both national and international, either temporary or permanent.
  - ⇒ Once notified of the decision, the complainant or alleged perpetrator can appeal the decision and/or measures taken; GB has to review
  - ⇒ Final decision is binding on all national and international structures.

### History of the Proposal:

In line with wider societal discussions on what's deemed acceptable behaviour, and larger consciousness around topics such as sexual misconduct, bullying, and discrimination, the GB feels it is pivotal to address these issues at our events. The GB wants to ensure that EYP is a safe and open environment free from discrimination, where well-being is a central component of every event and where NCs have tools to prevent, deal with and support their participants in case of any harmful situation.

The GB shared a Participant Welfare Guide with the BNC at its Spring 2018 meeting and received input on it. A major section needing further work was the section on sexual harassment and abuse. The GB has tried to address these issues in this

The GB has been working on a package meant at addressing different aspects of participant welfare. In addition to the Policy for a Safe and Dignified EYP, the GB is putting forward a revamped, updated and ambitious welfare policy with four codes of conduct as annexes, and a Code of Ethics. An updated Participant Welfare Guide will be shared with the network in Autumn of 2018. This particular policy (Policy for a Safe and Dignified EYP) is meant to give concrete steps in addressing harassment and bullying in particular, and create reporting mechanisms within EYP.



This is the first policy outlining concrete mechanisms to prevent, combat and deal with bullying and harassment in EYP.

During the feedback phase for proposals, the GB shared the proposal with EYP Members through the EYP Discussions Facebook Group and has updated the proposal accordingly.

## **New Policy:**

### **Policy on safeguarding safety and dignity in EYP (Anti-bullying, anti-harassment and anti-abuse policy)**

#### **Aim of the policy:**

- a. To ensure volunteering for and participating in EYP offers a safe space for personal growth and development, where the wellbeing, dignity and respect of individuals is at the forefront;
- b. To create an environment where bullying, harassment, and sexual harassment are not tolerated in any form;
- c. To lay down standard behaviour and clarify roles and responsibilities;
- d. To establish procedures for reporting bullying and harassment, as well as the potential consequences to be incurred.

#### **Policy applicability**

The present policy is applicable to all events in EYP, both on a national and international level, as well as the involvement of volunteers throughout EYP activities. This includes, for example, regional, national and international sessions, members or alumni gatherings, trainings and governance meetings, as well as governance bodies' work and approach. In certain cases, a higher standard is applied to international sessions or events organised with the support of the International Office.

#### **Key principles underlying the policy**

- a. The EYP and every NC have a corporate duty and responsibility to care for and safeguard all those who take part in their activities;
- b. EYP should be a safe and welcoming environment for everyone;
- c. The wellbeing of every individual is at the forefront;
- d. Any complaint will be dealt with seriously and confidentially; there are to be no repercussions for complainants;
- e. The privacy of individuals involved in incidents are to be respected; information will only be disclosed on a 'need-to-know' basis;
- f. Sanctions are to be applied with an educational rather than retributive purpose;
- g. Failure to act by those responsible to do so will draw consequences, as will the submission of vexatious complaints.

#### **Definitions**



### **(a) Bullying**

- a. Bullying is unwanted, recurring aggressiveness or behaviour aimed to, or resulting in, victimising, humiliating, undermining or threatening an individual or group of individuals; that causes psychological and/or physical harm. Bullying often involves a misuse or abuse of power/authority (whether real or perceived), where the target(s) can experience difficulties in defending themselves.
- b. Different types of bullying:
  - (1) Physical: using physical force or aggression against another person (e.g. shoving, hitting, harsh finger pointing, invasion of personal space)
  - (2) Verbal: using words to verbally attack someone (e.g. name calling, teasing, insulting or offensive remarks, shouting, yelling, angry outbursts)
  - (3) Social/relational: trying to hurt someone through excluding them, spreading rumours or ignoring them (e.g. gossiping, playing harsh jokes),
  - (4) Cyberbullying: using electronic media to threaten, embarrass, intimidate, or exclude someone, or to damage their reputation (e.g. sending threatening text messages, publishing demeaning posts/photos of/about an individual)
  - (5) Work-related: isolating and undermining one's position/authority or purposefully making one's performance of work difficult or unbearable e.g. going around co-workers to avoid communicating with an individual; ignoring them when they walk by; purposefully giving unmanageable workloads and impossible deadlines; arbitrarily changing tasks; using evaluations to document alleged decreased/lower performance, contrary to facts, using threats, intimidation and pressure to influence the way an individual performs his/her job.

### **(b) Harassment<sup>4</sup>**

- i. Harassment is a form of discrimination that includes unwanted conduct which has as purpose or effect violating a person's dignity, victimising, humiliating, undermining, threatening or creating an hostile, degrading, or offensive environment for a person, based on his/her
  - age,
  - race (e.g. skin colour, facial features),
  - ethnicity (e.g. culture, where or how they live, how they dress), religion (religious beliefs),
  - gender,
  - sexual orientation,
  - family status (e.g. from a single parent family, adopted, non-biological gay or lesbian parents),
  - marital status,
  - physical or mental disability (e.g. mental illness, learning disability, use a wheelchair).

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<sup>4</sup> Harassment is similar to bullying because someone hurts another individual through cruel, offensive behaviours. Harassment is different in that it is a form of discrimination - treating someone differently or poorly based on certain characteristics or differences.



- ii. Conduct can be through acts of verbal, nonverbal or physical aggression, intimidation or hostility, and is not restricted to any medium. It may consist of a single or repeated inappropriate behaviour.
  - iii. Examples of harassment are (not exhaustive):
    - a. Verbal harassment – jokes, comments, ridicule or songs;
    - b. Written harassment – including text messages, emails, notices or comments;
    - c. Activity on social media;
    - d. Physical harassment – jostling, shoving or any form of assault;
    - e. Intimidatory harassment – gestures, posturing or threatening poses;
    - f. Visual displays such as posters, emblems or badges;
    - g. Isolation or exclusion from social activities;
    - h. Sexual harassment.
  - iv. Sexual harassment may include, but is not limited to:
    - a. Unwelcome sexual advances;
    - b. Requests for sexual favours;
    - c. Unwelcome efforts or pressure to develop a romantic or sexual relationship whether with oneself or third parties;
    - d. Unwelcome commentary about an individual's body or sexual activities;
    - e. Threatening to engage in the commission of an unwelcome sexual act with another person;
    - f. Any form of invasion of personal privacy;
    - g. Unwelcome physical closeness or touching;
    - h. Unwelcome jokes or teasing of a sexual nature or based upon gender, perceived gender, or sex stereotypes;
    - i. Other verbal or physical harassment of a sexual nature.
- (c) **Abuse** is defined as any action that intentionally harms or injures another person. It includes physical aggression, inappropriate use of substances (e.g. that alter consciousness), sexual violence.
- (d) **Sexual violence** means any behaviour or act of a sexual nature, or perceived to be of a sexual nature, which is unwanted and takes place without consent or understanding of all persons involved. Sexual violence includes, but is not limited to:
- i. rape;
  - ii. sexual assault;
  - iii. sexual activity without consent.
- (e) For the purpose of this policy,
- ‘members of EYP’ refers to any individual volunteering with EYP;
  - ‘Officials’ includes anyone attending an event in an official capacity. This means all members of the Chairs team, the Organising team and the Media team, jury members, trainers as well as representatives from the Governing Body, the International Office and National Committee board members. The definition also includes anyone representing a structure of the NC or international governance (council members, regional boards etc.)
  - ‘Participants’ includes everyone attending an EYP event, besides guests and officials. For sessions that means delegates and teachers; for training events, trainees.



### **Standard behaviour. Duties and responsibilities**

1. There is no place for bullying or harassment, in any form, in EYP.
2. Every member of EYP/participant in a EYP event has a duty to ensure everyone is treated equally and respectfully. Everyone is integral in creating a welcoming and safe environment for everybody.
3. To create a culture where everyone understands their role in ensuring a safe and respectful environment for everyone, the first step is to ensure everyone is appropriately informed:
  - a. NOC must communicate and discuss this policy to the event's leadership before the event;
  - b. The Event leadership is to communicate on it to participants and officials before the event;
  - c. For international sessions or events organised with the support of the International Office, the Office is responsible to ensure this occurs.
4. All team leaders<sup>5</sup> are responsible to create and ensure a safe and dignified environment for the members of their team. This includes, but is not limited to:
  - a. Ensuring individuals feel at ease; respecting their boundaries and not pushing them out of their comfort zone without their consent;
  - b. Maintaining and promoting a respectful attitude towards personal differences (cultural or otherwise);
  - c. Rejecting any form of discrimination and exclusion, as well as shaming, humiliation or degradation;
  - d. Refraining from, discouraging or intervening when observing peer pressure to engage in any type of physical or sexual activities with another individual;
  - e. Avoiding sexualised activities or activities with an increased potential for harassment or bullying (mocking, stereotyping, ...);
  - f. Creating an environment in which bullying or harassment of any kind are neither encouraged, nor tolerated.
5. Every individual should intervene to stop an inappropriate behaviour when observed (be it bullying or harassment). Serious and grave incidents should be reported to the Safe Person according to the procedure set out below.

### **Sexual and/or romantic relations among participants and/or officials**

6. NC board members, NOC, officials, team leaders and the NOC must promote and ensure a safe environment free from sexual harassment or abuse.
7. All members, participants and officials must respect national laws setting the age of sexual consent.
8. The EYP operates under a clear consent culture. Everything that is not a yes is a no.
9. No participant should initiate or engage in any romantic, intimate or sexual activity with another participant who:
  - a. is under the legal age of consent and/or
  - b. has not explicitly consented to engaging in the activity, and/or

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<sup>5</sup> Such as chairpersons, the president, the head organiser(s), and the editors of an event, lead trainer or event leadership, as well as NC president/board members.



- c. does not have the capacity to give consent (e.g.: intoxication by drugs or alcohol, any physical or mental condition that might cause confusion, mental health conditions) and/or
  - d. does not have the freedom to consent (e.g. is coerced, pressured, forced, blackmailed or constrained when giving apparent consent).
10. Event officials are forbidden to engage in any romantic or intimate activity with another person, when they are in a position of trust in relation to that person (this would include officials in relation to participants (e.g. delegates, trainees), but also officials in a leadership position in relation to the officials where there is a hierarchical position and/or involvement in one's evaluation process. In concrete terms, this includes relations between:
- a. Officials towards delegates;
  - b. President, Head Organisers, Editors and Heads of Jury towards other officials;
  - c. Vice-presidents with chairpersons;
  - d. Editor assistants with members of the media team;
  - e. GB members, IO team and NC board with any session participant or official.
11. Breach of this trust placed on a team leader must be indicated in the official's evaluation after the event.
12. The above restriction does not apply to prior existing relations (i.e. relations that had begun before an event). In such case, the team leader and NOC should be informed of the relation as soon as possible before the event.
13. Where there is a prior existing relation between a member of a selection panel and an applicant, the relation should be disclosed to the rest of the selection panel. The member of the panel in the relationship should refrain from commenting on the application of their partner.

## Reporting

14. Bullying, harassment, as well as abuse and violence of any type, whether witnessed or experienced, should be reported to the Safe Person.

## Safe Person and Safe core team

15. NOCs are obliged to ensure every event has an Event Safe Person who is the focal point for any questions, concerns or reports of behaviour that is against the present policy, the Welfare Policy or any other behaviour that is harmful or dangerous to participants or officials. The Event Safe Person should be an individual with a high level of empathy and sensitivity, experience in dealing with intense, stressful or challenging situations, good track record of professionalism and respect of policies/rules in place. Ideally, (s)he is not a member of any national governance structure to avoid potential conflicts of interest. The NOC is responsible to ensure contact information of Event Safe Person, as well as the procedure to follow for reporting and submitting complaints, as described in the following section, is easily accessible to event participants and officials.

\* For international sessions or events organised with the support of the International Office, the NOC and Office agree jointly on the person to appoint as Event Safe Person.

16. Every NC is obliged to appoint a focal point on a national level for complaints submitted outside of events (National Safe Person), for (at least) a one-year mandate. The National Safe Person supports the Event Safe Persons, as well as the NC with insight into the applicable procedures and policies. The National Safe Person should be an individual with a high level of empathy and sensitivity, experience in dealing with intense, stressful or challenging situations, good track record of professionalism and respect of policies/rules in place. It cannot be an individual who already holds a position in the internal



structure of the NC. Ideally, this person is an older EYPer (potentially an alumnus), who does not have close ties to the individuals in the board. This is so as to avoid any conflicts of interest when complaints concern individuals in the EYP structures. The NC is responsible to ensure contact information of the National Safe Person, as well as the procedure to follow for reporting and submitting complaints, as described in the following section, is easily accessible to all members.

17. On the international level, the GB appoints every year from among its members an international focal point (International Safe Person).
18. A Safe Core Team is established on the international level. Members are selected annually by the GB. The Safe Core Team is responsible for:
  - a. Raising awareness in the network on bullying and harassment, prevention tools, applicable rules and procedures, through e.g. creating and disseminating materials on the topic;
  - b. Ensuring appropriate training for Safe People on all levels and supporting them in the fulfilment of their responsibilities;
  - c. Receiving and evaluating complaints of bullying and harassment, as well as any behaviour against the present policy, the Welfare Policy or any other behaviour that harms or endangers EYP members, participants or officials;
  - d. Proposing to the GB the appropriate measures or consequences to be taken.
19. Members of a Safe Core Team should ideally be individuals with a solid positive reputation in EYP; not involved in any national or international structure of EYP; with a proven record of dealing with sensitive and confidential matters in an appropriate manner.
20. The member of the GB appointed as Safe Person on an international level is a member of a Safe Core Team.
21. The IO is responsible to ensure the contact details for the International Safe Person and the Safe Core team, as well as the procedure to follow for reporting and submitting complaints, as described in the following section, are easily accessible to all members.

### ***Chain of reporting***

22. Incidents occurring during an event are reported to the Event Safe Person.
23. Outside of events (regardless of when the behaviour has occurred), individuals are free to report to either the national or international Safe Person.
24. In case accusations of inappropriate behaviour are formulated against the Event Safe Person, or - for any reasons, there is significant discomfort to report to the them, the complainant can report to the national Safe Person. In case of similar circumstances concerning the national Safe Person, the International Safe Person can be informed.
25. Individuals can also file a complaint with the Safe Core Team.
26. In case of serious or grave circumstances, Safe Persons must submit a complaint with the Safe Core Team, unless the victim objects to it.
27. Throughout the entire process, the privacy of the individuals is to be respected. Information about the incident and the reporting or complaint process should only be disclosed when and to whom is necessary.

### ***Bullying or harassment during an event***

28. If possible, individuals experiencing or witnessing bullying or harassment should approach the



perpetrator or ask the Safe Person to do so on their behalf, to advise of the offending behaviour and the impact which it has on the individual, and to ask that it discontinue. The Safe Person should inform the perpetrator at this moment of the potential consequences in case the behaviour continues.

29. The Safe Person should attempt to resolve the matter locally and/or offer mediation to both parties with the intention of resolving the issue.
30. The victim of inappropriate behaviour should not be pressured in any way and at any point of the proceedings to confront or discuss with the perpetrator, if he/she is not comfortable in doing so.
31. If the Safe Person considers sanctions of any sort are appropriate, a decision as to the right decision will be taken by the Safe Person, Session President/Head Trainer/Event leadership and NC President (or the highest position on the NC board present at the event). If the Session President or NC board representative are the individuals perpetrating the behaviour complained about, or when there is - in the eyes of the Safe Person, a clear conflict of interest involving a member of the group meant to take such decisions, the person concerned will be excluded from the decision process and merely informed of the actions decided upon.

### **Abuse**

32. Whilst no list can be comprehensive and vigilance is always required, the following may be signs of abuse:
  - a. the participant explicitly says they have been abused;
  - b. the participant makes a comment or asks a question which gives rise to that inference;
  - c. there is no reasonable or consistent explanation for a participant's injury; the injury is unusual in kind or location; there is/are a pattern and/or number of injuries;
  - d. there is a drastic or significant change in the participant's behaviour.
33. Any event participant or official - whether they are themselves an adult or not - must report their concerns to the Safe Person if they suspect abuse has taken place or could take place.
34. In case of abuse, the wellbeing of the victim should be at the centre of the Safe Person's concerns. He/she should be taken to a safe space (removed from public surroundings, as well as the perpetrator), offered specialised support (to be taken to a hospital, to see a specialised therapist, to submit a complaint to the Police), as well as to contact a parent/close person for support.
35. The Safe Person - or any other individual at the event hearing a complaint of abuse:
  - a. Must listen carefully to the participant, reassure them, and keep an open mind;
  - b. Must take all complaints seriously;
  - c. Must not judge whether or not abuse has actually taken place;
  - d. Must not ask leading questions (i.e. a question which suggests its own answer);
  - e. Must keep a sufficient written record of the conversation. The record should include the date, time and place of the conversation and the essence of what was said and done by whom and in whose presence. The record should be signed by the person making it and should use names not initials. The record must be kept securely and handed to the Safe Person/Police;
  - f. Must note the specific circumstances of the situation to be able to report to the Safe Person/Police in the most accurate way possible;
  - g. Must explain that complaints will be dealt with privately but no guarantee can be given as to absolute confidentiality;
  - h. All efforts will be made to preserve privacy, this means that only people who need to know about



the incident will be given limited information as necessary;

- i. The person hearing a complaint should explain that they need to pass the relevant information on to the designated Safe Person;
  - j. Depending on national legislation, in certain countries, knowledge of rape or abuse must be reported to the Police. The Safe Person will have informed event participants and officials at the beginning of the event if this is the case in the respective country. Should this be applicable, the Safe Person should explain that they need to pass the relevant information to the Police.
36. Individuals alleging having been subjected to abuse should not in any way be pressured or influenced in their decision to notify the Police or legal guardians/parents.
37. If the individual having experienced abuse wishes to benefit from specialised support (hospital, psychologist, police) or when the Police is notified, the Safe Person will ensure he/she is accompanied and offered support.

### ***Reporting outside of an event***

38. Reports of serious violations of the Policy for behaviour occurring outside of an event can be reported to the national or international Safe Person. He/she can be asked to contact the respondent on the complainant's behalf, to advise of the offending behaviour and the impact which it has on the individual, and to ask that it discontinue. The perpetrator is also to be informed at this stage of potential consequences should he/she continue the behaviour in question.
39. The Safe Person can offer mediation to both parties with the intention of resolving the issue in a manner that both parties are comfortable and satisfied with.
40. The person subjected to such behaviour can make a complaint to the Safe Core Team. In case of grave breaches of the Policy, the Safe Person must submit such a complaint, provided the victim consents to it.

### ***Procedure in case of complaints submitted to the Safe Core Team***

41. The chairperson of the Safe Core Team appoints a member of the team to evaluate the information received from the complainant. He/she will ask the alleged perpetrator for his/her version of the situation and can seek further clarifications from potential witnesses, Event Safe Person/national Safe Person/event leadership/NC leadership.
42. The person trusted to look into the concrete incident draws a report that is submitted to the Safe Core Team, together with proposed sanctions.
43. The Incident Report is shared with the complainant and alleged perpetrator, and they are both offered the possibility to submit comments as to the report.
44. The Incident Report, together with the parties' comments, are submitted to the GB who makes a decision as to the measures to apply. In so doing, the GB can seek further information from the parties, as well as the Safe Core Team.
45. Once notified, the complainant and alleged perpetrator can contest the GB's decision, offering arguments as to how (i) the decision was taken on facts that were irrelevant or inaccurate; (ii) the measure(s) applied do not correspond to the gravity of the incident; (iii) any other reason for which the decision is considered to be unfair. Upon receiving such a contestation, the GB must evaluate the arguments submitted and review its decision. In so doing, it can consult the Safe Core Team.
46. The GB's final decision is binding on national and international governance bodies.



### Potential measures to be applied

47. Violation of this Policy will result in appropriate disciplinary action at the discretion of the (a) Event Safe Person, Event leadership, NC president, in case of reports during an event; (b) the Governing Body of EYP, in case of complaints submitted to the Safe Core Team. Measures should be applied with an educational purpose, rather than retributive. Such disciplinary actions include, but are not limited to:
- a. reprimands;
  - b. expulsion from the event at the participant's own expense (access to any of the program elements or venue is forbidden from then on);
  - c. mention of the behaviour in the participant's evaluation;
  - d. disqualification from selections for International Sessions or events organised with the support or involvement of the International Office for a certain amount of time;
  - e. legal action in case of unlawful behaviour;
  - f. indefinite expulsion from the national organisation, either temporary or permanent;
  - g. expulsion from all EYP events, both national and international, either temporary or permanent.



## VII: Setting up an Emergency Lifeline During Sessions for NCs and HOs

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**Submitted by:** EYP The Netherlands

**Spokesperson:** Adriaan van Streun, Luc Vorsteveld ([board@eyp.nl](mailto:board@eyp.nl))

**Statements:** EYP Denmark, EYP Albania

### Statement of Debate

*"In light of recent sessions during which the safety and welfare of participants was compromised due to organisational mistakes, how can these problems be solved on the spot when NCs and Head Organisers are unable to do so themselves?"*

### Rationale and Intended Outcome

During the past year there have been multiple sessions during which the safety and welfare of participants was severely compromised, whilst the hosting NC was not equipped to sufficiently solve the problems that caused this. Problems that can arise suddenly at sessions which compromise the welfare of participants are for example, but not limited to: sleep deprivation; lack of food; lack of safe accommodation and other situations which cause mental or physical discomfort. Currently, there is little to no formal immediate help possible from outside the NC to solve these problems, although they do reflect negatively on the entire network. Although the GB is currently working on a welfare guide in order to assist NCs in making their sessions better, there is not yet a formal way in which NCs or HO's can ask for help when faced with unforeseen problems at their sessions. As such problems reflect negatively on the entire network, measures must be taken.

### History of the Proposal:

While discussing participant welfare and welfare in general at the Summer Academy during both trainings and in an informal setting, it became apparent that many NC's have experienced problems at their sessions which jeopardized the safety and welfare of participants. EYP the Netherlands has come to the conclusion that there is very little guidance from an international level for NC's and HO's when faced with such problems. Aware of the fact that the GB is creating a welfare guide, EYP the Netherlands has found that the most pressing issue still to be discussed is what can be done in urgent situations not mentioned in this welfare guide.

### Possible Action Plan

We suggest the BNC to create a 'lifeline' which connects NC's to the IO. . This lifeline is a channel NCs should be able to use to ask for assistance when emergency situations develop at their sessions and neither Head Organisers nor National Boards know what to do. This assistance can be in the form of advice, a financial loan or any other means necessary to ensure the safety and welfare of the participants. After having used the lifeline, an evaluation should be held with all actors to establish what went wrong and how to avoid this in the future. Using the lifeline should result in necessary repercussions from the network in order to ensure that the lifeline is not used lightly.



## VIII: EYP Code of Ethics

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**Submitted by:** Governing Body

**Spokesperson:** Noura Berrouba, Maria Manolescu ([gb@eyp.org](mailto:gb@eyp.org))

**Statements:** EYP Albania

**Aim:** The EYP Code of Ethics is as a tool that compiles and elaborates on our organisational framework, NCs' obligations and methods to ensure our aim, mission and values are 'lived' and applied in all our events.

### Executive Summary

In line with the International Strategy which clearly defined the aim, values and mission for the network, the GB seeks to create a more active approach towards these concepts to ground the spirit and culture of the EYP throughout the network.

This is why we introduce an EYP Code of Ethics, a document detailing the mission and values of EYP and obligations of NCs, as they result from the Charter and applicable policies. The aim is to spread knowledge about the culture of the organisation and to ensure that all NCs apply and 'live' our organisational culture through their activities.

For the moment, NCs must respect the Charter and serious breaches of it can lead to de-recognition. The culture of the organisation is elaborated upon in different documents and policies, all in all, making it in practice difficult to incentivise active compliance with the Charter and our values in the day to day work of the NCs.

The Code of Ethics is a policy that compiles and clarifies how our mission and values are to be considered in NCs' work.

### History of the Proposal:

Through articles 6, 7 and 8 of the Charter, the GB is already safeguarding that NCs act in accordance with the aim, mission and values of the EYP.

Our organisational culture refers to the foundations of the EYP. It is the collection of the rules, principles, values, and behaviour and relationships that our organisation considers significant and which are fundamental to our operation. It should be considered our statement about the type of organisation we are, or want to be. Most of these elements are currently covered in [Understanding the EYP](#) (2015). Our values are elaborated upon in our Values Guide<sup>6</sup>.

The question is not whether our organisational culture is clearly outlined or understood, but how we can ensure entities in the network are (more) actively shaping their activities and organisational culture based on them. This brings us to this debate, and the introduction of an EYP Code of Ethics.

Many discussions in previous years have dealt with the compliance and protection of article 1 of the Charter, detailing our aim, mission and values. The most concrete way to protect our aim, mission and values is to live them, to implement them. By having mechanisms to ensure these are integral parts of the working of the network, we honour our Charter and mission.

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<sup>6</sup> Draft published in 2017, final version to be published shortly.



The Code of Ethics was discussed at BNCM1 2018. An informal vote was requested on the draft Code of Ethics. A broad majority of NCs agreed it should be taken forward (two against, two abstentions).

## **New Policy**

# ***EYP CODE OF ETHICS***

## **Aim and target group**

The EYP Code of Ethics is a policy that compiles and details the mission and values of EYP and obligations of NCs, as it results from the Charter and applicable policies. The aim is to spread knowledge about the culture of the organisation and to ensure that all NCs apply, enforce and ‘live’ our organisational culture through their activities. The intention with the Code of Ethics is to add binding character to certain minimum standards. NCs are the primary target group of the Code of Ethics.

## **Applicability of code**

The Code of Ethics is a compilation of Charter and policy provisions already applicable to NCs. It serves the purpose to clarify and should not be seen as creating new obligations. In case of different content, charter and policy prevails. The Code of Ethics pertains to all EYP events and activities.

## **Commitment to integrity**

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National Committee (NC) representatives are obliged to behave in a way that does not reflect negatively on the EYP, and other members of the network.

NC representatives should share and act in accordance with the mission, aims and values of the EYP as outlined in the Charter of the EYP. NC representatives should take responsibility for being informed about the interpretation of these elements, and what they mean for their practical work.

## **Mission**

The mission of the EYP is our statement of purpose.

The mission of the EYP is to inspire and empower young Europeans to become open-minded, tolerant, and active citizens.

## **Aims**

The aims can be considered an elaboration of the mission, expressing more specific aims or means of pursuing the mission. The aims of the EYP are to:

1. Raise awareness of European issues and encourage active European citizenship, and to motivate students to get engaged in European politics;
2. Promote international understanding, intercultural dialogue and diversity of ideas and practices;
3. Contribute to the personal skills development of European youth;
4. Provide a forum in which young people of Europe can express and debate their own opinions, without reverting to role play.

## **Values**



The values are the principles by which the EYP is run, and what is considered important in all its activities.

The values of the EYP are:

1. Independence
2. Non-partisanship
3. Democracy
4. Inclusion
5. Empowerment
6. Contribution
7. Cooperation
8. Pluralism
9. Intercultural understanding

### **Methodology**

Our activities should follow from our mission and be in line with our values. The EYP also has a clear methodological focus, which is integral to gaining the competences we aim for through participation.

1. **Experience-based learning:** In the EYP, learning occurs mainly through experiences. We aim to minimise frontal, lecture-style teaching at all times.
2. **Interactivity:** EYP events are interactive, and involve active participation from both those giving and receiving knowledge/training/skills
3. **Internationality:** We aim for our participants both to meet people from different places, and encourage them to travel abroad.
4. **Peer-to-peer learning:** EYP events are organised and run by young people. This is integral to EYP's educational work, because the act of organising EYP experiences for others is in itself an educational experience and empowering to young people.
5. **Consensus-based:** Debating and discussion in EYP is consensus-based. We avoid confrontation and seek consensus within a Committee Work structure, at least. This does not preclude ideological conflicts and debates, but the aim is to develop ideas and solutions together.
6. **No role-play:** The vast majority of our events are conducted in a parliamentary format, but participants always represent and debate their own views. Despite our name, we do not seek to exactly simulate the European Parliament.



## Standards of behaviour

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NC representatives are responsible for promoting a safe environment in their organisation and at their events. NCs are expected to maintain a positive and welcoming environment for all members, participants, and potential participants.

NC representatives are obliged to conform to the following standards of behaviour in their relationships with other NCs and other actors in the network.

### ***Respect and fair treatment***

NCs provide opportunities for growth and development to all young people that participate in their events.

NCs should not allow any conduct that could be considered unfair or abusive towards others, including any conduct that would constitute discrimination towards any member, participant, or potential participant, on the basis of their age, sex, gender identity, sexual orientation, disability, religion, national or ethnic origin, or any other status. NCs are expected to promote respect for cultural, religious, and personal differences.

NCs should abide by the Policy of Safe and Dignified EYP and the Welfare Policy.

NCs have an obligation to make participants and officials sign a code of conduct.

Diversity is a strength in the EYP. As an organisation, we seek diversity at all levels and expect a work environment in which all participants can develop and contribute to their full potential.

### ***Harassment***

NCs are responsible for promoting an environment free of any kind of harassment, be it physical, emotional, or sexual. This includes bullying.

NCs are responsible for creating an environment in which sexual intimidation or sexual abuse of any kind are not tolerated, in accordance with the Policy for a Safe and Dignified EYP.

### ***Alcohol consumption***

In accordance with the Welfare Policy: NC representatives should respect national law and are responsible for limiting the use of alcohol and tobacco at their events accordingly.

NC representatives recognise their responsibility to ensure responsible consumption, and prevention of overindulgence.

### ***Drug abuse***

NC representatives are responsible for creating an environment free of drug abuse in their organisations.

### ***Criminal conduct***

NC representatives are obliged to comply with the national law of their country, and this should be reflected in all the activities of the NC, both events and daily management of the organisation.

## Duties and responsibilities

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NC representatives should respect all rules and regulations applicable to their work, both internal at the NC and network level, and external at the national and international level.



### ***NC duties to uphold the EYP Charter and policies***

- *NC board representatives must uphold the EYP Charter and all applicable policies,*
- *NC boards are responsible to ensure the EYP Charter and all applicable policies are known and respected throughout the daily management of the NC, as well as all NC activities.*
- *NC boards are bound by the consequences of derecognition, as spelled out in relevant guidelines by the GB and BNC.*

### ***Responsible organisational behaviour***

As members of the executive body of an organisation, NC representatives have access to a wide array of resources, be them financial, infrastructural in the form of connections to businesses and persons of interest, or others. NC representatives are expected to treat these resources responsibly and with professionalism, by:

- Not using organisational resources to their own benefit, unless explicitly allowed to do so.
- Prioritising the long-term development of the organisation over short-term results of their own mandate.

### ***Network considerations***

NCs should bear in mind the best interest of the whole EYP network in their day-to-day activities. While NCs are separate legal entities with their own identities and customs, they are expected to contribute to the overall development of the organisation on the European level. This includes:

- Being open to inviting/accepting foreign delegates & officials to their events.
- Actively seeking collaboration with other NCs when possible.
- Engaging in knowledge-sharing with other NCs.
- Engaging in good faith in consultations at finding mutually beneficial solutions to disagreements.

### ***Communication***

NCs must follow the rules of the EYP regarding communication, as specified by the Policy on Communication, the Communication Manual, and the Communication Strategy;

### ***Code of Conduct***

NC representatives are required to inform their members and participants of the Code of Conduct of their NC. NC representatives must ensure that all participants have access to the relevant Code of Conduct, and that they agree to it before participating in any events organised by the NC.

## **Consequences**

Violation of this Code of Ethics will result in appropriate disciplinary action at the discretion of the Governing Body of the EYP including, if necessary, invoking Articles 7 or 8 of the Charter of the EYP.



## IX: Assessing the Role of the International Office in International Governance

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**Submitted by:** EYP United Kingdom

**Spokesperson:** Emily Long ([info@eybuk.co.uk](mailto:info@eybuk.co.uk))

### Statement of Debate:

*"As a highly influential but non-elected body of the EYP, the International Office should have formalised procedures for responding to comments and criticisms from National Committees and their members to ensure that they are accountable to the network as a whole."*

### Rationale and Intended Outcome

The work of the International Office is expanding beyond the oversight of International Sessions and international governance events and into an ever-greater number of projects, as reflected in recent growth in the IO team. The International Office's increased capacity to support more events, and provide more opportunities to the network is to be commended and something for which the IO deserves great credit. However, as the IO grows in scope and responsibility, it is imperative that they are accountable to the National Committees that fund them, and that they are working to support. Furthermore, it should be recognised that NCs, with their extensive knowledge of project management, volunteer management, and national idiosyncrasies, have much to share that could further improve this kind of project work.

The International Office is also increasingly taking the lead in International Governance matters, sensibly so—especially where they will be the body implementing such decisions, with the current proposal on Delegation Allocation (GB Meeting 2018 03 Minutes pg5) as just one good example. However, we feel the current international governance mechanisms are insufficient for NCs to properly scrutinise this work, or indeed for the IO to give the best response they would like to such scrutiny.

This debate is intended to establish how National Committees would like this relationship to look, such that the International Office and the GB can work on formalising a structure for accountability, should this be what the BNC wishes to see. As such, the BNC should consider the relationship between the IO and head organisers of nationally-hosted events, between the IO and National Committees, and between the IO and members themselves; how communication should operate to facilitate knowledge sharing and the resolution of any concerns; and whether the BNC should be able to take formal stances or make specific requests of the IO.

### History of the Proposal:

In 2015, the BASES project began in collaboration with the German Foreign Office, seeking to support NCs in the EU's Eastern Partnership countries. In the same year, the Power Shifts Project, in cooperation with Innogy Stiftung für Energie und Gesellschaft began. Both of these projects involve the organisation of events hosted by target NCs. Similarly, 2015 saw the first Summer Academy, part of ongoing work of the International Office to provide capacity building events for NCs. These events mark the increase in project work reflected in the IO's staff expansion between 2015 and 2018.

Against this backdrop, the IO has been increasing its direct support of NCs, including through the NC support fund, which this year faced some difficulties and some delays in getting the results announced.

Whilst much discussion has taken place regarding the financing of the IO, most recently at BNCM16-01, the issue of accountability has not been discussed previously.



Currently accountability to NCs occurs in two ways. Firstly through the short period of questions afforded to the BNC at its meetings. Previous criticism through this avenue, on the issue of funding diversity (BNCM1601 Minutes pg. 7 and BNCM1602 pg. 8) has seen the IO take on the concerns of NCs and the availability of funding to NCs has been more inclusive and diverse including through the NATO partnership, expansion of the NC Support Fund and the restructuring of the Innogy partnership; the IO should be applauded for such actions and for taking responding constructively towards such criticism. Such successes suggest that accountability of the IO is valuable and should therefore be expanded.

The second avenue, indirectly through the GB and could be considered insufficient in light of the increasing demands placed on both the IO and the GB.

### **Possible Action Plan**

The IO and GB could work together to establish frameworks for dealing with comments and concerns. A procedure may be established for the response to concerns from individual members or regarding specific events; it may be best to standardise this procedure with a standard form and a formal procedure (including a timeline) for response. Such a procedure would allow for the clarity and stability that NCs often need to plan for the eventualities of potential outcomes, as well as providing documentation that would be invaluable for an organisation with such swift volunteer turnover.

For larger, international issues, a separate procedure may be required to allow the BNC to act. Possible actions could include the ability to take a formal stance on a single IO action without needing to propose a full policy, as well as the ability to formally request the IO to take a specific action or provide a particular update.

### **Potential further steps to improve the situation**

- Allow on-the-spot votes of the BNC to make requests of the IO, allowing the BNC to fully and productively respond to updates given during BNCMs.
- Establish how NCs may best share knowledge with the IO outside of these formal procedures.
- Establish how and when the IO should consult NCs before taking particular actions, particularly when it comes to new partners and new methods of fundraising.
- Develop clear, transparent and specific frameworks for activities the IO regularly engages in, such as the organisation of the NC support fund, including full reporting to NCs at the end of such processes and contingencies for what action should be taken should unforeseen circumstances disrupt these activities.
- Restructure the IO page of the Member's Platform, including much more information about the workings of the IO and providing copies of relevant documents, like previous updates and information about ongoing projects.



## X: Workshops – Discussion Block

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National Committees, the Governing Body and the International Office have had the opportunity to submit suggestions for Workshop topics to be discussed at this BNC Meeting. The following topics are intended to be discussed in informal smaller groups in order to spark ideas for complete proposals for future meetings. Thus, all discussions will happen outside of the full BNC assembly, however results are presented to the complete BNC during slot XVI.

All Workshops will provide a summary of their work, alongside an action plan for moving forward on a national and international level. The template for this will be provided to the Workshops' respective chairs and can be found in this booklet under section XVI.

### Workshop Topic: EYP Training Practices

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**Submitted by:** Governing Body

**Spokesperson:** Maria Manolescu ([gb@eyp.org](mailto:gb@eyp.org)); Nataliia Senatorova ([natalie.senatorova@gmail.com](mailto:natalie.senatorova@gmail.com); trainer in T4ET 2018)

#### Statement of Debate

*"Trainings are an essential component of effective knowledge management and transfer. EYP is a training-based organisation, with about 100 training events taking place in the network on the national and international level.*

*There is a need to reflect on ways in which the current formats and concepts of training events fulfil the organisation's needs, how training culture can be strengthened."*

#### Rationale & Intended Outcome:

After 8 years of Training for EYP Trainers (T4ET), a task force carried out a survey among NCs as well as former T4ET participants to evaluate the impact, perception in the network and areas for further reflection.

Part of the GB's priorities is working on a more effective knowledge management and transfer in the organisation. Training events are among the methods used. As such, the GB wishes to share with NCs the results of the Evaluation of T4ETs and discuss together the open questions identified, as well as collect input on how the training culture can be strengthened in EYP.

Furthermore, the upcoming T4ET will take place in September. At the event, the trainees, who are active trainers in the network, will map out the training practices and formats that take place across the network, as well as evaluate them and provide ideas on how those formats could be further improved. Moreover, one of the planned results of the training would be a draft concept for T4ET events on a smaller scale, to be delivered on the local, national or interregional level.

The results of the T4ET 2018 workshops will be presented and discussed with the National Committees, to reflect together as to whether those ideas can be implemented on the national and network level. We will identify together the steps NCs can take to ensure the quality of the training practices on the national level.



## Workshop Topic: Health and Safety

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**Submitted by:** EYP Czech Republic

**Spokesperson:** Olga Pexídrová ([pexidrova@eyp.cz](mailto:pexidrova@eyp.cz))

### Statement of Debate

*"It is time to question whether we as a network should take the first steps in co-creating a coherent policy that would focus on the health and safety of all participants at EYP events as a form of prevention of high risk situations that could pose a danger to the physical and/or emotional wellbeing of attendees."*

### Rationale & Intended Outcome:

The "health and safety" or "wellbeing" of attendees is currently not clearly defined in any published EYP policy even though it encompasses a rather a wide range of responsibilities taken on by the session's Officials, like providing participants with food and water, realistic sleep schedules, safe handling of emergencies or crisis situations (terrorist attacks, fire, gas leaks etc.) Moreover, as of right now, no knowledge sharing platform and/or policy has been proposed that would provide NCs with adequate guidelines surrounding participant's health and safety at EYP events. It may be time to look to set some ground rules, that would outline the knowledge that Officials and Board Members should have when organising sessions.

The Workshop will give NCs the opportunity to discuss ways of preventing high-risk situations from happening, specifically focusing on what health and safety measures should be implemented at large-scale EYP events. The Workshop will also give NCs a chance to share know-how, discuss methodology and prevention measures that are already in place at certain sessions. Previous Workshops on this topic have covered smaller parts of this issue with little to no outcome, therefore another aim of this Workshop is to discuss the need of establishing a Working Group that would seek propose a Policy on Health and Safety during the BNCM 19-01.

## Workshop Topic: Improving Communication Between the International Office and the Network

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**Submitted by:** International Office

**Spokesperson:** Lukas Fendel ([l.fendel@eyp.org](mailto:l.fendel@eyp.org))

### Statement of Debate

*"There is a need for discussion among NCs and the International Office on how to improve communication among themselves, and thus the support the IO is able to provide NCs."*

### Rationale & Intended Outcome:

In answering the survey on NC needs in international governance, a few NCs mentioned a need for improved communication with the International Office. With this workshop, the IO would like to get a better understanding of NCs needs on this topic, as well as ideas on how to improve the process. The discussion would allow both parties to get a better understanding and idea of how to enhance cooperation among all instances.



## Workshop Topic: Knowledge-sharing between NCs in the EYP

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**Submitted by:** EYP Austria

**Spokesperson:** Hanna Begic ([hanna.begic@eyp.at](mailto:hanna.begic@eyp.at))

### Statement of Debate

*“There is a lack of transparency when it comes to sharing best-practices of NCs. In what way can knowledge sharing be further improved?”*

### Rationale & Intended Outcome:

In February 2017, the Working Group on Knowledge-Sharing conducted an analysis regarding knowledge sharing in the EYP by sending out a survey, consisting of four clusters of knowledge sharing, mostly focusing on knowledge sharing among members and on a national level and in addition to that communication between National Committees. While the focal point was largely put on entrusting information during board transition periods and transferring knowledge on carrying out an officials' role, the aspect of inter-NC communication has not been discussed in every respect.

The solutions suggested by the Working Group were an international Slack channel, which is already in use, but unfortunately Free Slack only allows insight into the last 10.000 text messages; an EYP Wiki; expansion of the guideline section on the Members Platform; an EYP YouTube Channel and a Google Drive folder. While the plethora of ideas of the Working Group on Knowledge-Sharing were considered to be put into practice, a large quantity has been thought of as not effective enough.

With the implementation of this Working Group, the ideas of the Working Group on Knowledge-Sharing will be revived to some extent, as it will mostly put an emphasis on an international knowledge-sharing agenda. In addition to that, it will take a closer look at the dissemination of best-practices of NCs and further work on the efficiency of current knowledge-sharing practices. The intention of the outcome of this Workshop is to call various approaches of knowledge sharing into existence.



## Workshop Topic: National Communication Strategy Implementation

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**Submitted by:** Governing Body & International Office

**Spokesperson:** Noura Berrouba ([gb@eyp.org](mailto:gb@eyp.org)), Barbara Pakowska ([b.pakowska@eyp.org](mailto:b.pakowska@eyp.org))

### Statement of Debate

*“Have you ever struggled to explain what the EYP is all about? Would you like to be more efficient in your communication with partners and sponsors? Would you like to attract new people from different backgrounds to join the EYP network? This workshop is for you”*

### Rationale & Intended Outcome:

EYP has recently adopted a new Communication Strategy, developed to professionalise our communication efforts and ensure that there is a clear and common narrative for our network. An EYP Communication Manual has also been developed.

For the Communication Strategy to be implemented, NCs need to consciously communicate according to the agreed strategy.

Participants of this workshop will be guided through the steps of developing a national communication strategy that will help NCs achieve their goals, by delivering the right message, in the right manner, to the right people. A clear understanding of why, what to whom and how NCs want to communicate is essential to NCs so as to allow prioritisation of resources. NC representatives will also be asked for input and feedback in creating a national communication strategy process, to be shared with the network, that is tailored to the needs of National Committees.

## Workshop Topic: Needs in Governance Survey Results & Next Steps

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**Submitted by:** Governing Body

**Spokesperson:** Marek Navrátil ([m.navratil@eyp.org](mailto:m.navratil@eyp.org))

### Statement of Debate

*“The GB would like to engage with NCs in the aftermath of the survey on needs in international governance in order to define next steps that can be taken going forward.”*

### Rationale & Intended Outcome:

The GB launched a survey aimed at finding out about what NCs would like to change in the way our international governance structures work. The main takeaways were presented earlier in the year, and now the GB would like to continue the discussion with a group of interested NCs to identify areas where action could be taken to cater to the needs of the network as best we can.

After receiving input from this workshop, the GB will re-group and plan for next steps with regard to potential improvements of international governance structures and procedures.



## Workshop Topic: The Role of the BNC Board

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**Submitted by:** BNC Board

**Spokesperson:** BNC Board ([bnc-board@eyp.org](mailto:bnc-board@eyp.org))

### Statement of Debate

*“It is currently unclear what role the BNC Board should play in International Governance, and whether or not there is a mandate to implicitly or explicitly act on behalf of the BNC. Clearer guidelines regarding the BNC Board’s role should be established.”*

### Rationale & Intended Outcome:

The Working Procedure of the BNC, Articles 9.1–9.4 outlines the role of the BNC Board, limiting it to chairing or coordinating the BNC Meetings as well as to help the National Committees to prepare for them. Formality and practice differs widely though, with the tasks of the BNC Board being fairly wide and undefined. With other relevant actors often cooperating the BNC Board, and there being a large leeway in the type of projects that the BNC Board conducts, its role is in reality fairly wide.

While no decision-making power rests with the BNC Board, a substantial degree of freedom has clearly been afforded to it in establishing projects to shape the international governance of the EYP. Notable recent examples include the introduction of Slack, Webinars and the upcoming biannual Online Voting periods. Further, with the Governing Body and National Committees sometimes asking for advice or input from the BNC Board, there is a degree of informal power.

Moving forward, especially with a push towards stronger follow-up on topics by the BNC Board and continued efforts to make international governance more accessible for National Committee representatives, having a clear mandate from the BNC would be very useful - either in having formalised communication with other bodies such as the GB and a mandate to perhaps even negotiate on behalf of the BNC; or by knowing what to and what not to involve itself with.



## XI: Standard Procedure for Dispute Resolution in EYP

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**Submitted by:** Governing Body

**Spokesperson:** Maria Manolescu, Marek Navratil ([gb@eyp.org](mailto:gb@eyp.org))

**Statements:** EYP Armenia

**Aim:** The proposed Standard Procedure lays down a process that allows disagreements among different NCs to be solved in an amicable and cooperative manner. It lays down the key principle of NCs seeking to find mutually satisfactory solutions through consultations, sets out a procedure of mediation when consultations fail, as well as an alternative procedure in case mediation is not agreed upon or appropriate in the instance. The procedure also clarifies roles and responsibilities in case of disputes between other actors of international governance.

### Executive summary:

The GB has witnessed and played a role in a number of disputes and mediations in the past, and has found there was a lack of clarity as to the procedure to follow. The need for a standardised procedure thus became clear to the GB as it has been more and more often placed in a situation of addressing conflicts between NCs, without a procedure in places guiding it or clarifying for parties the steps to be followed. 70% of NCs who responded to the Survey assessing needs in international governance agreed to the need of laying down a process for mediation among NCs.

The process outlines in brief:

- (a) Obligation on NCs to attempt to solve disputes bilaterally in an amicable manner;
- (b) A mediation process where a panel (composed of a member of the BNC Board, GB and IO) would facilitate - in a neutral manner, discussions among the two/more NCs with the aim of reaching a mutually satisfactory solution, in full respect of the EYP aim, mission, values and Charter;
- (c) An alternative process in cases where parties do not wish - for one reason or another, to engage in mediation.

The GB wishes to consult with NCs during the open consultation phase on proposal as to the status of the procedure: should it be adopted as a Protocol Annexed to the Charter, as a separate Policy or simply as a Standard Procedure binding on all actors of international governance.

### History of the Proposal:

The proposal, as presented below, has been sent out to all NCs for input ahead of its submission for the BNC meeting. No comment or input has been submitted to the GB, whether formally or informally. This is the first ever attempt to formalise a procedure of this sort in the international structures of EYP.

### Proposal:

**Add a new clause 13 to the Charter to anchor the principles at the core of the proposal, as well as the standardized procedure for dispute resolution** (Current articles 13 onwards to be re-numbered)



Original	Proposal
	<p>13. Dispute Resolution</p> <p>Every National Committee commits to resolve any disagreement or conflict with other National Committee or other entities of international governance in good faith. NCs will seek to first solve such disagreements bilaterally. In case an agreement cannot be reached, NCs commit to bring their conflict to a panel, either for mediation or for a decision, following the Standardised Procedure for dispute resolution.</p>
<b>Rationale</b>	
Anchoring the principle of good faith and bilateral resolution of disputes between NCs, as well as the standardized procedure in the Charter.	

## Standard Procedure for dispute resolution in EYP

Recognising that:

- (i) NCs are independent legal entities - their activities are regulated by the EYP Charter
- (ii) The GB is the 'guardian' of the Charter, responsible to ensure NCs abide by it
- (iii) The Charter does not regulate every sort of dispute that potentially NCs can find themselves in

The present Standard Procedure lays down a process that allows disagreements among different NCs to be solved in an amicable and cooperative manner. It is binding on all actors of international governance.

### A. Disputes between two or more NCs

1. When a dispute arises, the involved NCs (hereafter 'parties') commit to finding an amicable solution that is mutually satisfactory through consultations. Any NC can seek the advice or input of the GB as to how best to approach a situation and resolve a matter. Should the two NCs not manage to find an agreement by themselves, they can make recourse to the below process.
2. Whenever an NC finds itself in disagreement with (at least) one other NC, either because it considers the other NC is breaching the EYP Charter, policies or any other agreement they had entered into; or because it considers the other NC is harming their interest or that of the network through their actions, it can seize the GB with a request for mediation.
3. Should the GB consider its involvement is necessary and can be of assistance, and after having assured itself that the parties had made efforts to reach an agreement by themselves, the GB will contact the



other party with the request for mediation, explaining that an NC can accept or refuse to enter into mediation, as well as the procedure applicable in both cases.

4. The NC informs the GB in maximum five calendar days of its decision.
5. If all parties consent to mediation, the GB coordinates the process according to the process described in the 'Mediation' section. Should parties not consent or wish to go through a mediation process, the GB can be called upon to render a decision as to the way forward in the respective situation. The GB will analyse the subject matter and decide whether it is appropriate or not for it to get involved.
6. The GB can also offer to mediate through its own motion or when seized by third parties of an issue (for example, members).

## **B. Mediation**

7. The GB will coordinate with the BNC Board and the IO to form a mediation panel in maximum five days. The panel is ideally formed by 1 member of the GB, 1 member of the BNC board and one representative of the IO (the Executive Director or someone delegated by him/her) who do not have any strong ties with either of the NCs coming forward in the mediation. Depending on the case at hand, the GB can decide to have a smaller panel (minimum two members) or to involve a higher number of GB members.
8. The panel will get in touch with the parties as soon as it is formed via email to inform them of the composition of the panel.
9. The GB member chairs the panel.
10. The parties will be asked to share their position (any relevant facts, steps taken to find a mutually satisfactory solution and where consultations have failed, as well as the desired outcome) within a week after the mediation has been accepted by the NC(s).
11. The panel will discuss the information received from the NCs and call one or several meetings with both parties, as necessary, aiming to facilitate a mutually satisfactory solution, that is in respect of the aim, mission and values of EYP, as well as of all policies applicable.
12. In doing so, the panel is to act as a neutral party, without taking a stance as to which side is in the wrong.
13. To confirm the agreement, the panel will draft a written agreement that is signed by the parties, committing themselves to abide by it. To the extent this is deemed acceptable by the parties and panel, the agreement (or at least the conclusions reached, if not the actual content of it) is notified to the network through the BNC list.

## **C. Alternative procedure in case of dispute**

14. Should the parties not be able to reach a mutually satisfactory solution through mediation, or when they do not wish to engage in mediation, the GB or a panel with the same composition as the Mediation Panel (Article 7 above) will be called upon to make a recommendation as to the way forward. The panel is



chaired by a GB member.

15. When the topic matter of the dispute falls within the competence of the GB, the GB will decide on the matter by itself. It can choose to ask for input from the BNC board and IO team.
16. Either the GB or the Panel will get in touch with the parties as soon as possible to inform them of the next steps and to ask them to share their positions (any relevant facts, steps taken to find a mutually satisfactory solution and where consultations have failed, as well as the desired outcome) within a week since the GB has been seised of the matter.
17. Based on the facts at hand, the positions and arguments presented by NCs, as well as the aim, mission, values and policies of EYP, the panel will take a stance on the question brought before it by the NCs, in the interest of the network and of the parties.
18. The GB or Panel can decide on any measures it deems necessary that NCs need to take to settle the matter as well as any applicable deadlines.
19. The GB or panel informs the parties of its decision in writing. The parties have 5 days to suggest any corrections to the decision, in terms of how the procedure or the position of the parties have been outlined. Should there be any additional facts or information (or new element) that NCs consider have not been taken into account by the panel in its decision, they are to inform the panel of it in 5 days' time.
20. By the same deadline, the parties can also inform the panel of having reached an(other) agreement as to a solution that is mutually satisfactory. The GB only intervenes should the agreement not be in lines with EYP's mission, aim, values, Charter or policies, or if it does not restore the situation to be in lines with the Charter or policies.
21. After the five days' deadline has passed, the GB or panel decision becomes final and binding.
22. To the extent the GB or panel considers it acceptable in the particular situation, and with the parties agreement, the decision (or at least the result of it, if not the actual content of it) is notified to the network through the BNC list.
23. The above process does not prevent the GB from fulfilling its obligations to ensure NCs abide by the EYP Charter and policies.
24. The GB can also intervene to render a decision through its own motion or when seized by third parties of an issue (for example, members).

#### **D. Implementation of the agreement or decision reached either through mediation or through the alternative procedure**

25. Any delays in implementation for reasonable reasons should be notified to the other party and the GB/panel as soon as possible.
26. The parties to the agreement or decision must notify the GB/panel of the implementation of any



measures agreed/decided upon.

27. Any hindrances that might occur rendering the agreement impossible to implement timely or altogether should be notified as soon as they occur to the panel and the other party. The panel will then review and agree on the next step together with the parties. If necessary, the mediation process will re-commence.
28. Should a party refuse to implement the agreement/decision, the panel will consider what measures are appropriate to be taken. The purpose of any such measure should be to encourage the party to implement the agreement/decision as soon as possible, in the manner that is least harmful for the NCs and network. For example, the panel can decide to inform the network of the parties' failure to implement the agreement/decision; propose to the BNC / decide on suspending any of the rights of the NC as outlined in the Charter; propose the suspension of the NC's recognition following the procedure in Article 7 of the Charter.

### **E. Other types of disputes**

29. In case of a dispute between NCs and the IO or the IO and the BNC board, the GB can be asked to provide input or offer its assistance to the parties to find a mutually satisfactory solution.
30. In case there is a concern as to a GB decision and its compliance with the Charter or policies in place raised by an NC/BNC board, the GB must review the matter and thoroughly explain its position. The NC/BNC board should be given the possibility to submit to the GB arguments as to the alleged Charter/policy violation. The GB should discuss the arguments and respond to them. Ideally, a discussion between the NC/BNC board and GB member(s) takes place on the issue.

It is important to note that any policy change needs co-decision with the BNC, and that this latter also has the power to sanction the GB through a vote of lack of confidence, should it consider that the GB has been abusing or misusing its power.



## XII: Proposal for the Formalisation of International Session GB Reports

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**Submitted by:** EYP the Netherlands

**Spokesperson:** Adriaan van Streun ([adriaan.vanstreun@eyp.nl](mailto:adriaan.vanstreun@eyp.nl))

**Annex:** –

**Amendments:** (a) **EYP NL & GB:** Amendment Proposal for the Formalisation of International Session GB Reports

**Aim:** Modify the Policies on International Sessions to include a formal procedure and deadlines for the handing in of GB Reports on International Sessions, as well as giving all team members a role in this process.

### Executive summary:

Currently, there are no formal procedures or deadlines for writing GB Reports on International Sessions, yet the Reports serve an important role in critically evaluating our flagship events. This proposal aims to make two interrelated additions to the Policy on International Sessions in order to formalise the Reports system and ensure their quality as well as their timely delivery.

First, this proposal wishes to put a time limit on the GB Reports in order to ensure they all arrive within a reasonable amount of time. Three months seemed to be a sufficient amount of time to gather input, review the different aspects of the session as well as write recommendations for future sessions, without being too pressing next to the Governing Body's other duties.

The second part of the proposal aims to put an obligation on the Governing Body to take into account the experiences of the team members when writing about the respective team leaders. Being the people who work together with their team leaders most closely during an IS, the opinions and experiences of IS officials are valuable when determining how their respective team leaders performed. While for some of the GB Reports, the experience of the team members is already included, this is not reflected in all GB Reports, which this proposal seeks to address.

### History of the Proposal:

This proposal came as a reaction to the Governing Body's Report about the International Session in Brno. The BNC as well as the regular members of the EYP network had to wait over a year for the GB Report on Brno, by which time two further International Sessions had already passed. This Report, once it did arrive, rightfully praised what went well at the session but did not sufficiently address all the problems encountered. Specifically, the image painted of the functioning of the session leadership has been contrary to what has been described by their respective team members. Concrete problems, such as one of the team leaders not being allowed give instructions to their team members towards the end of the session and being barred from contributing to their evaluations, were not mentioned directly or indirectly, despite this having had serious consequences for those affected.

After speaking with representatives of EYP Belgium and other NCs, EYP the Netherlands decided to submit this proposal to ensure that all GB Reports have a high standard and arrive in a reasonable amount of time.

**Proposed changes:**

Insert the following **section and clauses** into the **Policy on International Sessions**:

Original	Proposal
<i>New clause</i>	<b>Governing Body Reports</b>  <b>40. At most three months after the end of an International Session, the Governing Body shall issue a Report on this International Session.</b>  <b>41. The Report shall, among others, include a section on the performance of the team leaders, for which, in addition to the Governing Body's own insights, the input of their respective teams shall be sought and included.</b>



## XII (a): Amendment Proposal for the Formalisation of International Session GB Reports

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**Submitted by:** EYP the Netherlands, Governing Body

**Spokesperson:** Adriaan van Streun ([adriaan.vanstreun@eyp.nl](mailto:adriaan.vanstreun@eyp.nl))

**Aim:** Modify the Proposal submitted earlier by EYP NL with new input received from the GB

### **Executive Summary:**

After the original proposal by EYP NL, the GB got in touch with us during the feedback phase on proposals and indicated that they themselves were working on a similar idea. Unfortunately, by the time these discussions finalised, the deadline to update Policy Proposals had already passed.

The Governing Body informed us that the GB has adopted a redesigned approach and structure of GB IS reports at their second meeting this year (See Minutes of GBMII). The approach agreed upon was to trial the new approach for Vilnius IS, following which, the GB would be getting input from those involved in the process and then update it accordingly; after this first trial and feedback, the GB planned to outline the description of the process, responsibilities and a clear timeline in GB IS Report Guidelines that would be shared with the network.

As the process for Vilnius IS report is underway by the time these proposals and amendments are submitted, fixing a clear timeline and criteria at this point would be counter-productive, as it can lead to changes being needed shortly after. We are keen to see how the timeline and concept/structure works for Vilnius and then update it accordingly before publishing clear guidelines and explanations on it as part of IS guidelines. This would enable all future GB members as well as IS leadership teams to be aware of the process and expectations.

The GB is keen to still have the possibility to learn from this first test opportunity of this approach and will not be able to do so until after the deadlines for these proposals. We also think it is important to keep flexibility in the process to be able to continuously improve it. As such, we believe it to be more efficient to have deadlines and concrete rules in guidelines rather than policy - guidelines can be more dynamic.

The GB agreed with the proposal of EYP NL to formalise the obligation of GB members to compile and publish the GB report.

Instead of trying to put all the criteria the GB IS reports have to comply with in the policy, the GB instead suggested having a general requirement to write a GB IS report, with the exact criteria these have to fulfil elaborated on in a different guideline, which they'd already been working on. Specifically, the GB suggested amending the existing clause 12 in the Policy on International Sessions, instead of adding a new section. The GB indicated that the aforementioned guidelines would in any case not be changed while a report is being written and would include a requirement to address breaches of EYP Policy if these occur at International Sessions. This addressed any remaining concerns EYP NL had and sounded like a sensible setup.



### Proposed changes:

Restructure the previous proposal; amend **clause 12** of the **Policy on International Sessions** instead of adding a new section with the proposed articles 40 and 41:

Proposal Phrasing	Proposed Amendment
<p>Governing Body Reports</p> <p><del>40. At most three months after the end of an International Session, the Governing Body shall issue a Report on this International Session:</del></p> <p><del>41. The Report shall, among others, include a section on the performance of the team leaders, for which, in addition to the Governing Body's own insights, the input of their respective teams shall be sought and included.</del></p>	<p><b>12. At least one member of the Governing Body attends an International Session. (S)he is in charge of compiling and submitting a report on the event, to be shared with the network, based on a timeline and structure defined by specific guidelines.</b> The attendance costs for one member of the Governing Body are covered by the Executive Director</p>



## XIII: Reviewing the Council Structure

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**Submitted by:** EYP Ireland

**Spokesperson:** Kevin Boland ([secretary@eyp.ie](mailto:secretary@eyp.ie))

**Statements:** EYP Austria

### Statement of Debate

*"The current setup of the Councils does not fulfil effectively the goals of the network due to the rigid nature of the Council setup and better working group structures should be put in place to reflect this."*

### Rationale and Intended Outcome

The current Council system has lost direction. It is a classic case of continuing on a process because the process was done in the past. While the Councils are full of good people, they are stuck with a mandate that is outdated and leaves them creating solutions to problems that no one thought was a problem in the first place or at least not the most pressing of concerns. Continuing to go down this pathway is not the best use of the resources at our disposal. It would be far more effective to create a more dynamic system that empowers passionate people in the network to enact change knowing that they would have the support of both the Governing Body and the International Office which human resources are currently directed towards the Council structure. As this work would in theory be more relevant it would also attract the support of National Committees which within the current Council system is minable at best. In this way I am not suggesting the abolition of the Council structure but to reframe the current structures to make them more dynamic and therefore more successful in creating impact across the network.

Under the Governing Body policy document clause sixteen, "the Governing Body can establish working groups to delegate its tasks". I would therefore call upon the Governing Body to create a more dynamic system to reflect the actual needs and wants of the network instead of the current rigid structure that stands. This system would enable passionate people to come together with a set purpose and a clear mandate and execute the task within a defined mandate creating a framework that empowers the membership to enact real change across the network.

### History of the Proposal:

At the Spring 2017 BNC meeting, a workshop was run on the future of the Councils with the conclusions being that the system that is currently in place is outdated and needs to be revamped to correctly meet the needs of the network. In 2013, the Councils were introduced in several areas. The Governing Body can establish Councils with certain areas of responsibility. Councils act independently within a broad mandate set out by the Governing Body. The Executive Director supervises the work of the councils and supports them in their work. The Academic Council, Educational Council, Training and Member Development Council and Development Council are permanent Councils with the introduction of the Outreach and Inclusion Council being shown as an example of the creation of a non-permanent Council in 2018.

### Possible Action Plan

This policy will enable more active participation within the network by keen members. It will not require any change of policy. The purpose of raising this issue as a topic of debate is to highlight to the Governing Body the support for /lack of support to change the current Council system to reflect the current properties of the network.

**Potential further steps to improve the situation**

- Call upon the Governing Body to use its current position to create more dynamic working groups.



## XIV: Update the Evaluation Policy of Session Leadership

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**Submitted by:** EYP Russia

**Spokesperson:** Anastasia Lemberg-Lvova ([anastasia.lemeberg.lvova@predstav.org](mailto:anastasia.lemeberg.lvova@predstav.org))

**Aim:** Providing the President with the possibility of submitting evaluations of the Head-Organisers', the Editors', the Head of Jury and the National Committee's performance in addition to the National Committee having the possibility of submitting evaluations for the Head-Organisers, the Editors, Head of Jury and the President by modifying Clause 12 from the Policy on Evaluation and Feedback. The aim is to balance the disproportionate amount of influence an NC has in the matter of Leadership evaluations and to ensure that Senior Officials get and evaluation in case cooperation with an NC fails.

### Executive summary:

The system currently in place allows the National Committee to evaluate the President, the Editors, the Head of Jury and the Head-Organisers based on their preparation, performance at the session and the input from other Officials in leadership positions. However, it does not provide the possibility to evaluate the National Committee's performance to any Senior Official.

This creates a situation, where:

1. The National Committee receives no formal feedback on their performance at a particular session;
2. In case the National Committee fails to collaborate with the Leadership on evaluations, no Senior Officials receive them.

Should the NC's performance have major failings, it can not be documented, as it would be for any other Senior Official, nor can team leaders deserving of evaluations receive them. The aim of the proposal is to balance the disproportionate amount of influence a National Committee has in the process of submitting Leadership evaluations by providing the President with the option of evaluating Senior Officials. This requires modifying Clause 12 of the Policy on Evaluation and Feedback. In addition, just how NCs might not fulfil their obligations to submit evaluations for team leaders, it might also occur in the case of International Session. Thus a similar system needs to be applicable for International Sessions - the officials involved and representatives of the IO involved. The evaluation would reflect on NC as a whole rather than specific individuals.

### History of the Proposal:

Having encountered difficulties in the matter of Leadership evaluations at previous events, the flaws of the current system have become apparent. As it stands, if the NC refuses or fails to effectively cooperate with Senior Officials on creating evaluations, the President can email the HR officer pointing this out and ask that he/she be allowed to submit the evaluations. However, this comes across as a redundant step, when giving the President the option of evaluating Senior Officials and the NC on the Members platform would solve the issue.



### Proposed changes:

The option for the President to evaluate Senior Officials and the NC is added to **Clause 12** from the **Policy on Evaluation and Feedback**:

Original	Proposal
<p>12. Evaluations can be given to all officials by their respective team leaders, if they believe to have relevant information on them for a future selection panel, according to the following scheme:</p> <ul style="list-style-type: none"> <li>i. Presidents evaluate Vice-Presidents and Chairpersons;</li> <li>ii. Editors evaluate Editorial Assistants and Journalists;</li> <li>iii. Head-Organisers evaluate Organisers;</li> <li>iv. Heads of Jury evaluate Jury Members;</li> <li>v. National Committees evaluate Presidents, Head-Organisers, Editors and Heads of Jury. National Committees consult Head-Organisers and Editors when evaluating Presidents; consult Presidents and Editors when evaluating Head-Organisers; and consult Presidents and Head-Organisers when evaluating Editors.</li> </ul>	<p>12. Evaluations can be given to all officials by their respective team leaders, if they believe to have relevant information on them for a future selection panel, according to the following scheme:</p> <ul style="list-style-type: none"> <li>i. Presidents evaluate Vice-Presidents, Chairpersons and <b>have the option of evaluating Editors, Head of Jury, Head-Organisers the National Committee when the National Committee representatives do not wish, refuse or for any other reasons do not submit an evaluation. Should the President choose to submit an evaluation for the NC, they do so in consultation with other team leaders and officials;</b></li> <li>ii. Editors evaluate Editorial Assistants and Journalists;</li> <li>iii. Head-Organisers evaluate Organisers;</li> <li>iv. Heads of Jury evaluate Jury Members;</li> <li>v. National Committees evaluate Presidents, Head-Organisers, Editors and Heads of Jury. National Committees consult Head-Organisers and Editors when evaluating Presidents; consult Presidents and Editors when evaluating Head-Organisers; and consult Presidents and Head-Organisers when evaluating Editors;</li> <li><b>vi. All individuals submitting evaluations are strongly encouraged to seek input from other team leaders and officials on the performance of those they evaluate.</b></li> </ul>



## XV: Welfare Policy

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**Submitted by:** Governing Body

**Spokesperson:** Maria Manolescu, Noura Berrouba ([gb@eyp.org](mailto:gb@eyp.org))

**Annex:** I: Code of Conduct for Participants in International Sessions  
II: Code of Conduct for Officials of International Sessions  
III: Code of Conduct for Participants in EYP events  
IV: Code of Conduct for Officials in EYP events

**Statements:** EYP Albania

**Aim:** Establish a more comprehensive Welfare Policy applicable for the network and international sessions. The policy would replace the current IS Participant Welfare Policy.

### Executive summary:

The welfare policy provides a framework for the safeguard of individuals wellbeing and safety regardless of the capacity in which they are involved in EYP, covering expected conduct, roles and responsibilities for preventing inappropriate behaviour, as well as the procedure and consequences for when it occurs.

The IS Participant Welfare Policy was applicable only to international sessions and events organised by the International Office, and focused mostly on harassment and abuse. The proposed Welfare Policy is applicable network wide to all events in EYP, both on a national and international level, as well as to the involvement of volunteers and staff throughout EYP activities.

In brief the policy:

- Lays down the expected behavior from volunteers and EYP members
- Sets out the responsibilities of National Committees, National Organising Committees, Team leaders and officials
- Further covers Child Protection and Crisis management
- Foresees the same reporting mechanism and procedure as the one laid down by the Policy for a Safe and Dignified EYP

Among the duties and responsibilities of the NOCs, the Policy establishes that NOCs must ensure participants and officials in their events are aware of their responsibilities on them (established through all applicable policies), and commit to abiding by them through signing a code of conduct.

The Policy foresees Codes of Conduct for (1) participants and (2) officials, each in a version for international events and other events organised/supported by the International Office, and one for national events (organised by NCs. These latter ones represent minimum applicable standards and NCs are free to add (but not diminish) the obligations laid therein.

The reason why the Codes of conduct are separated is to ensure coherence for their purpose and recipient. The duties and responsibilities for officials and participants are different. Furthermore, there is a need to separate the Codes of conduct for International Sessions and other events, as to ensure that the standards for international sessions and other events are kept separate and can be adjusted to their different contexts. This way, event organisers have a clear document to print out and have participants and officials sign, contributing



to a clearer system. It is worth highlighting that the minimum-standard codes of conduct should be seen as a floor and not a ceiling.

### **History of the Proposal:**

The Governing Body is taking many steps to ensure that EYP is a welcoming, safe and healthy environment for all its members, staff, participants and officials. At BNCM1 2018, the GB outlined its priorities for the year, with participant welfare being highly prioritized. After having conducted surveys among members, research among other organisations, and consulting with experts, we are now happy to put forward this welfare policy with four codes of conducts annexed.

In 2016, the Participant Welfare Policy was last amended. It includes clearer language with regards to participant welfare, looking at many different ways to ensure a safe environment for participants. The Policy includes guidance on appropriate and expected standards of behaviour of participants at international events towards other participants, that of officials towards delegates, and adults towards children. It also explains standard procedures for cases of complaint or suspected abuse.

In 2017, the Working Group on Participants Health and Safety shared their work with the BNC. The GB aims to incorporate these elements into the Participant Welfare Guide that is aimed for publishing in Autumn of 2018.

At BNCM1 2018, the GB suggested updates to the Policy on Code of Conduct. The BNC Board called for informal vote on whether it would be useful to have minimum standards binding all the NCs in Code of Conduct. A majority of NCs supported the idea. The BNC Board also called for informal vote on whether the NCs would accept the now proposed Code of Conduct as document they would use in their won NC. Around half of the NCs supported the idea.

In addition to these documents (welfare policy with codes of conduct as annexes), the GB is putting forward a Policy for Safe and Dignified EYP and a Code of Ethics as to ensure that Participant Welfare is tackled properly in the network.

### **New Policy:**

## **Welfare Policy**

### **Aim of the policy**

The European Youth Parliament (EYP) is committed to promoting a welcoming, safe and healthy environment for all its members, staff, participants and officials<sup>7</sup>.

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<sup>7</sup> 'Members of EYP' refers to any individual volunteering with EYP;

'Officials' includes anyone attending an event in an official capacity. This means all members of the Chairs team, the Organising team and the Media team, jury members, trainers as well as representatives from the Governing Body, the International Office and National Committee board members. The definition also includes anyone representing a structure of the NC or international governance (council members, regional boards etc.)

'Participants' includes everyone attending an EYP event, besides guests and officials. For sessions that means delegates and teachers; for training events, trainees.



The present policy provides a framework for the safeguard of individuals wellbeing and safety, covering expected conduct, roles and responsibilities for preventing inappropriate behaviour, as well as the rightful reaction in such cases.

### **Policy applicability**

The present policy is applicable to all events in EYP, both on a national and international level, as well as to the involvement of volunteers and staff throughout EYP activities. This includes, for example, regional, national and international sessions, members or alumni gatherings, trainings and governance meetings, as well as governance bodies' work and approach. In certain cases, a higher standard is applied to international sessions or events organised with the support of the International Office.

### **Key principles underlying the policy**

- a. The EYP and every NC have a corporate duty and responsibility to care for and safeguard all those who take part in their activities;
- b. EYP should be a safe and welcoming environment for everyone;
- c. The wellbeing of every individual should be at the forefront;
- d. Any complaint will be dealt with seriously; there are to be no repercussions for complainants;
- e. Failure to act by those responsible to do so will draw consequences, as will the submission of vexatious complaints.

### **Standard behaviour**

1. In all EYP events and activities, all participants and officials are obliged to behave in a way that is consistent with EYP's aims<sup>8</sup>, mission<sup>9</sup> and values<sup>10</sup>, and in general, in a manner that does not negatively interfere with someone else's ability to benefit from and enjoy EYP, or that negatively reflects on the organisation.

2. Every member of, or participant in a EYP event, has a duty to ensure everyone is treated equally and respectfully. No participant or member should be excluded or discriminated against in the provision of resources or opportunities, on the age, sex, gender identity, sexual orientation, physical or mental disabilities, religion, national or ethnic origin, family status, marital status, or any other status.

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<sup>8</sup> According to the EYP Charter, the EYP aims to: a. raise awareness of European issues and encourage active European citizenship, and to motivate students to get engaged in European politics; b. promote international understanding, intercultural dialogue and diversity of ideas and practices; c. contribute to the personal skills development of European youth; d. provide a forum in which young people of Europe can express and debate their own opinions, without reverting to role play (See EYP Charter).

<sup>9</sup> The mission of EYP is to inspire and empower young Europeans to become open-minded, tolerant and active citizens (See EYP Charter).

<sup>10</sup> The values of EYP are: a. independence; b. non-partisanship; c. democracy; d. inclusion; e. empowerment; f. contribution; g. cooperation; h. pluralism; i. intercultural understanding (See EYP Charter).



3. There is no place for bullying or harassment, in any form, in EYP<sup>11</sup>.
4. EYP activities should enable personal development and growth, allowing every participant to feel welcomed and safe, supported and accepted. All activities should be carried out in a respectful and dignified manner.
5. EYP has a zero tolerance for drug use. Alcohol consumption should be done in a responsible manner, abiding by the national laws applicable, and mindful of one's responsibility to act as a role model, as well as in a way that does not reflect negatively on the organisation. Peer pressure to engage in alcohol drinking should not be tolerated.  
\*Additionally, for international sessions or events organised with the support of the International Office, no alcoholic beverages that contain more than 15% alcohol by volume or are made of beverages that have more than 15% alcohol by volume can be consumed.

### **Duties and responsibilities**

6. Every member of EYP or participant in a EYP event has a duty to ensure everyone is treated equally and respectfully. Everyone is integral in creating and ensuring a welcoming and safe environment for everybody.

### ***National Committees (NCs) / National Organising Committees (NOCs)***

7. NCs/NOCs should ensure members, participants and officials in their events are informed of the applicable policies, their responsibilities and relevant procedures.
8. For events, NOCs must have participants and officials sign a Code of Conduct commitment according to the templates approved by the GB and BNC<sup>12</sup>.
  - (a) Codes of conduct for different roles and events are annexed to this policy and considered an integral part of it.
  - (b) The "Network wide" Codes of Conduct establish minimum standards to be complied with in any and all events organised in EYP. NCs are free to add obligations to it, but cannot diminish them. The 'International Session' Codes of Conduct lay out the minimum standards for international sessions and other events organised with the support of the International Office.
9. NOCs are responsible to ensure event programs allow the possibility for at least 8 hours of sleep for participants and officials; offer sufficient and nutritious enough food (for all dietary requirements) for everyone, and avoid any situation (program element, venue, transfer etc) that could put the safety of individuals in danger.

<sup>11</sup> As defined by the Policy for a Safe and Dignified EYP.

<sup>12</sup> See Annex I: Network Wide Code of Conduct (participants); Annex II Network Wide Code of Conduct (Officials); Annex III: IS Code of Conduct for participants; Annex IV: IS Code of conduct for officials.



10. NOCs must appoint an Event Safe person and a National Safe Person according to the dispositions of the Policy for a Safe and Dignified EYP.

\*In case of international sessions or events organised with the support of the International Office, the Event Safe Person is appointed jointly by the International Office and NOC.

11. NCs/NOCs must ensure that the relevant contact information of the Event and National Safe Person is made easily available to all members, participants and officials. The IO is responsible to ensure the contacts of the International Safe person and Safe Core team are easily accessible.

### **Team leaders**

12. Team leaders<sup>13</sup> are responsible for ensuring the respect of all applicable policies within their teams. They are obliged to inform their team members of it, intervene when inappropriate behaviour occurs and report it to the competent person, when necessary (depending on the behaviour this could be a member of the session leadership, member of the NOC or Event Safe Person).

13. Team leaders must avoid any techniques, methods, activities or conducts that may be, or are likely to be perceived, as manipulative, abusive or dangerous.

14. In designing activities and programs, team leaders should always have the wellbeing (physical and emotional) of their team members' in mind. Formal program elements should not be scheduled during the night or in such a manner that individuals would not be able to get sufficient amounts of sleep.

### **Officials**

15. NC board members and event officials must act as role models and behave respectfully towards other members, participants and officials. This includes:

- a. Maintaining a positive and welcoming environment;
- b. Being aware of the influence they might exert on other members, officials and especially delegates, due to their position, experience or other;
- c. Not engaging in any conduct that is unfair or abusive towards others;
- d. Respecting personal differences (e.g. cultural, religious etc);
- e. Treating everyone equally, without discriminating in any way based on age, race, ethnicity, gender, sexual orientation, family status, marital status, physical or mental disabilities or any other status;
- f. Providing an enabling environment for individuals personal, social, emotional, moral and intellectual development, as well as ensuring physical safety as far as reasonably practicable;
- g. Encouraging and respecting individuals' voices and views;
- h. Not engaging in any form of bullying or harassment<sup>14</sup>;
- i. Being mindful and cautious of the risk of peer pressure, pushing their team members beyond their own personal boundaries, both in terms of mental and physical health;
- j. Refraining from any sort of peer pressure or pressure for individuals to do anything outside of their comfort zone, beyond their consent (including pressure to 'overshare' personal information - deep

<sup>13</sup> Such as chairpersons, the president, the head organiser(s), and the editors of an event, lead trainer or event leadership, as well as NC president/board members.

<sup>14</sup> As defined by the Policy for a Safe and Dignified EYP.



feelings or traumatic experiences, drink alcohol or engage in any type of physical or sexual activities with another individual);

- k. Being aware and mindful of potential issues regarding the mental health of their team members;
- l. Ensuring that, if alcohol consumption is allowed and appropriate, it is consumed consensually and in a responsible manner;
- m. Taking a stance when any of the above behaviour is witnessed to discontinue it, as well as reporting it to the competent person when appropriate (event leadership, NC president, Event/National Safe Person).

16. No event official should ever administer medicine(s) to a non-official participant (i.e. delegate or teacher), even with the participant's permission.

### **Child<sup>15</sup> Protection**

17. All representatives of EYP, including teachers/chaperones and event officials should recognise their role in ensuring the welfare of children and their responsibilities if they suspect a case of child abuse.

18. Adults, regardless of their role at an event or in the organisation, must avoid placing themselves in compromising or vulnerable positions when meeting with children (e.g. being alone with a child in any circumstance, which might be questioned by others). Furthermore, adults must report the circumstance of any situation which may be subject to misinterpretation to the Safe Person as soon as possible.

### **Crisis management**

19. It is recommended that every NC establishes templates for risk assessment and crisis management for all their events' organisers. This is mandatory for international sessions or events organised with the support of the International Office.

20. Every event should have a plan of action in case a participant requires urgent medical attention, in case of natural disasters, security or safety emergencies (including for example terrorist attacks, fire etc).

21. NCs have an obligation to abide by national authorities' advice in evaluating the feasibility and safety of events, in light of potential natural disasters or safety concerns. No events should be organised in case of impending crisis.

### **Reporting**

22. The chain of reporting and procedure applicable in case of behaviour against this policy follows the applicable provisions from the Policy for a Safe and Dignified EYP.

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<sup>15</sup> A child is an individual under the age of 18 and an adult is an individual over the age of 18, regardless of their role in the event or organisation.



23. Failure to abide by their responsibilities and obligations should be:

- a. For team leaders and officials - mentioned in their evaluations after the event;
- b. For NCs - complaints can be made to the Governing Body.
- c. Additional measures or sanctions can be taken according to the gravity of the behaviour in question according to the Potential Measures to be applied foreseen by the Policy for a Safe and Dignified EYP.

24. For international sessions or events organised with the support of the IO or GB, mention of the implementation of the present policy, as well as deviations from it, should be included in the report presented to the network afterwards.

25. The Safe Core Team and GB is competent to deal with complaints of individuals' behaviour following the procedure laid out in the Policy for a Safe and Dignified EYP. Allegations concerning the respect of NCs of policies or the Charter are the sole competence of the GB.



## XVI: Workshops – Presentation Block

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During the workshop discussion slot on Saturday smaller groups will develop a short rational along with an action plan for each workshop topic. All topics will be presented during this slot to allow feedback from the complete BNC.

Since workshops are a non-formal part of the BNC Programme there is no formal vote. Nonetheless the BNC Board will ask the BNC to give a first indication on whether the outlined work plans could be approved by each BNC representative.

In case a BNC representative wishes to vote on the establishment of a working group, this slot would allow him or her to present his request to the BNC.

All Workshops will provide a summary of their work based on the template below:

## TEMPLATE EXAMPLE

### Workshop on:

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**Submitted by:** *(please name all participants; their last name and a country abbreviation is sufficient)*

**Spokesperson:**

**Statement of debate:** *(please narrow your discussion down to the main question of your workshop)*

**Summary of the workshop debate:** *(please summaries your discussion and ideas as bulled points)*

**The workshop group would like to suggest to the BNC:** *(please tick one of the following boxes)*

- ☐ *not to take any further action in regards to this topic at the next BNC Meeting.*
- ☐ *to further discuss this topic in an informal setting or at the next BNC Meeting as a topic of debate.*
- ☐ *to set up a working group to discuss this topic with the aim to develop an informal solution.*
- ☐ *to set up a working group to discuss this topic with the aim to develop a formal solution.*
- ☐ *to discuss this topic at the next BNC Meeting on the basis of an individual policy proposal.*

**Other suggestions to the BNC:** *(please add comments and further suggestions as bulled points)*





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# ANNEX

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## Annex I: Code of Conduct for Participants in International Sessions

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### Preamble

The first step in ensuring all actors in an event abide by their responsibilities is to inform them in a clear manner of them. According to the Welfare Policy, NOCs should ensure participants and officials in their events are informed of the applicable policies, their responsibilities and relevant procedures. This responsibility can be delegated to the Event Safe Person or team leaders.

Further, NOCs must have participants and officials sign a Code of Conduct commitment according to the templates approved by the GB and BNC. NOCs, in consultation with the IO, can decide to add (but not diminish) obligations presented therein. It is particularly recommended that NOCs add references to any national legislation that is relevant to the event.

This is not only a document that prevents the NOC from being liable to any consequences of misconduct, but is, more importantly, a first contact with the rules of expected behaviour. The code of conduct is a legal document between the National Committee and participants at its events.

The below document must thus be provided by the NOC to all participants, alongside the Welfare Policy and the Policy for a Safe and Dignified EYP. Participants must commit, through signing the Code of Conduct, that they have been informed and understand the responsibilities that fall on them as laid down in the policies and extracted in the Code of Conduct.

For any questions as to the applicability or content of the Code of Content, NOC or organisers can contact the Governing Body at [gb@eyp.org](mailto:gb@eyp.org).



## **Code of Conduct for Participants of International Sessions<sup>16</sup>**

**Applicability:** Participants refers to everyone attending the International Session, besides guests. For International Sessions that means delegates and teachers.

### **Commitment to integrity**

1. International Session participants are obliged to behave in a way that does not reflect negatively on the EYP, the National Committee and other participants at the event.
2. International Session participants are obliged to behave in a way that does not reflect negatively on the National Organising Committee, and should therefore respect all rules established by the organising team, including, but not limited to:
  - a. participating in all mandatory items of the programme in a timely manner;
  - b. respecting the venues where the event is taking place, and their respective rules;
  - c. not abandoning the group or premises of the event without explicit permission to do so;
  - d. behaving as a representative of the organisation at all stages of the event, even outside the official programme elements.

### **Behaviour and non-discrimination**

3. International Session participants must behave respectfully towards other session participants. Expected behaviour includes:
  - a. maintaining a positive and welcoming environment for all participants;
  - b. not engaging in conduct that is unfair or abusive towards others;
  - c. respecting cultural, religious, and personal differences;
  - d. not discriminating any other participant on the basis of their age, sex, gender identity, sexual orientation, physical or mental disabilities, religion, national or ethnic origin, family status, marital status, or any other status.
4. Bullying or harassment of any kind – whether, verbal, non-verbal, physical aggression, sexual or emotional is not tolerated.

### **Sexual conduct and relationships**

5. International Session participants must respect national laws setting the age of sexual consent.
6. The EYP operates under a clear consent culture. Everything that is not a yes is a no.
7. International Session participants are expected to promote a safe environment free from sexual misconduct.
8. International Session participants cannot engage in any romantic or intimate activity with people in a position of trust towards them. This rule applies in addition to the Policy on Safe and Dignified EYP and the Participant Welfare Policy.

### **Alcohol consumption and drug abuse**

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<sup>16</sup> Also applicable to any event organised with the support of the International Office.



9. The EYP respects national law and limits the use of alcohol and tobacco at International Sessions accordingly. Furthermore, no alcoholic beverages that contain more than 15 percent alcohol by volume or are made of beverages that have more than 15 percent alcohol by volume can be consumed at International Sessions.
10. No International Session participant should put themselves in a position in which they are unable to fulfil their duties or participate in the session programme due to overindulgence.
11. The consumption or use of any drugs is forbidden at International Sessions.

### **Criminal conduct**

12. International Session participants are obliged to comply with the national law of the country where the event is taking place.

### **Duties and responsibilities**

13. Any person who has agreed to chaperone a delegation is responsible for the well-being and good behaviour of said delegation during the International Session.
14. Every individual should intervene to stop an inappropriate behaviour when observed (be it bullying, harassment or other harmful or dangerous behaviour). Serious and grave incidents should be reported to the Safe Person in accordance with the procedure set out in the Policy for a Safe and Dignified EYP.
15. Every International Session participant must confirm that they have read and understood the Code of Conduct, the Policy for the Safe and Dignified EYP and the Welfare Policy.

### **Consequences**

16. Violation of this Code of Conduct will result in appropriate disciplinary action at the discretion of the Event Safe Person (in consultation with the session leadership and the NOC board) including, but not limited to:
  - a. reprimands;
  - b. expulsion from the event at the participant's own expense (access to any of the program elements or venue is forbidden from then on);
  - c. mention of the behaviour in the participant's evaluation;
  - d. "Inability" to be selected for International Sessions or events organised with the support or involvement of the International Office/Governing Body for a certain amount of time;
  - e. legal action in case of unlawful behaviour;
  - f. indefinite expulsion from the national organisation, either temporary or permanent;
  - g. expulsion from all EYP events, both national and international, either temporary or permanent.
17. Complaints in case of serious breach of the policy can lead to further consequences being imposed by the Governing Body, following complaints submitted to the Safe Core Team.



## Annex II: Code of Conduct for Officials of International Sessions

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### Preamble

The first step in ensuring all actors in an event abide by their responsibilities is to inform them in a clear manner of them. According to the Welfare Policy, NOCs should ensure participants and officials in their events are informed of the applicable policies, their responsibilities and relevant procedures. This responsibility can be delegated to the Event Safe Person or team leaders.

Further, NOCs must have participants and officials sign a Code of Conduct commitment according to the templates approved by the GB and BNC. NOCs, in consultation with the IO, can decide to add (but not diminish) obligations presented therein. It is particularly recommended that NOCs add references to any national legislation that is relevant to the event.

This is not only a document that prevents the NOC from being liable to any consequences of misconduct, but is, more importantly, a first contact with the rules of expected behaviour. The code of conduct is a legal document between the National Committee and participants at its events.

The below document must thus be provided by the NOC to all officials, alongside the Welfare Policy, the Policy for a Safe and Dignified EYP and the Policy on Feedback and Evaluations. Officials must commit, through signing the Code of Conduct, that they have been informed and understand the responsibilities that fall on them as laid down in the policies and extracted in the Code of Conduct.

For any questions as to the applicability or content of the Code of Content, NOC or organisers can contact the Governing Body at [gb@eyp.org](mailto:gb@eyp.org).



## Code of Conduct for Officials of International Sessions<sup>17</sup>

**Applicability:** This code of conduct applies to anyone attending the International Session in an official capacity. This means all members of the Chairs team, the Organising team and the Media team, as well as representatives from the Governing Body, the International Office and National Committee board members.

### Commitment to integrity

1. International Session officials are obliged to behave in a way that does not reflect negatively on the EYP, the National Committee and other participants at the event.
2. International Session officials are obliged to behave in a way that does not reflect negatively on the National Organising Committee, and should therefore respect all rules established by the organising team, including, but not limited to:
  - a. participating in all mandatory items of the programme in a timely manner;
  - b. respecting the venues where the event is taking place, and their respective rules;
  - c. not abandoning the group or premises of the event without explicit permission to do so;
  - d. behaving as a representative of the organisation at all stages of the event, even outside the official programme elements.

### Behaviour and non-discrimination

3. International Session officials must act as role models and behave respectfully towards other session participants. Expected behaviour includes:
  - a. maintaining a positive and welcoming environment for all participants;
  - b. not engaging in conduct that is unfair or abusive towards others;
  - c. respecting cultural, religious, and personal differences;
  - d. not discriminating any other participant on the basis of their age, sex, gender identity, sexual orientation, physical or mental disabilities, religion, national or ethnic origin, family status, marital status, or any other status.
4. Bullying or harassment of any kind – whether, verbal, non-verbal, physical aggression, sexual or emotional, is not tolerated.

### Sexual conduct and relationships

5. International Session officials are forbidden to engage in any romantic or intimate activity with another person, when they are in a position of trust in relation to that person (this would include officials in relation to participants (e.g. delegates, trainees), but also officials in a leadership position in relation to the officials where there is a hierarchical position and/or involvement in one's evaluation process. In concrete terms, this includes relations between:
  - a. Officials towards delegates;
  - b. President, Head Organisers, Editors, and Heads of Jury towards other officials;

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<sup>17</sup> Also applicable to any event organised with the support of the International Office.



- c. Vice-presidents with chairpersons;
  - d. Editor assistants with members of the media team;
  - e. GB members, IO team and NC board with any session participant or official.
6. Breach of this trust placed on a team leader must be indicated in the official's evaluation after the event.
  7. International Session officials must respect national laws setting the age of sexual consent.
  8. The EYP operates under a clear consent culture. Everything that is not a yes is a no.
  9. Officials, team leaders and the NOC are expected to promote and ensure a safe environment free from sexual misconduct as stated in the Policy on Safe and Dignified EYP and Participant Welfare Policy.

### **Alcohol consumption and drug abuse**

10. The EYP respects national law and limits the use of alcohol and tobacco at International Sessions accordingly. Furthermore, no alcoholic beverages that contain more than 15 percent alcohol by volume or are made of beverages that have more than 15 percent alcohol by volume can be consumed at the session.
11. No International Session official should not put themselves in a position in which they are unable to fulfil their duties or participate in the session programme due to overindulgence.
12. The consumption or use of any drugs is strictly forbidden at all EYP events.

### **Criminal conduct**

13. International Session officials are obliged to comply with the national law of the country where the event is taking place.

### **Duties and responsibilities**

14. Every individual should intervene to stop an inappropriate behaviour when observed (be it bullying or harassment or other harmful or dangerous behaviour). Serious and grave incidents should be reported to the Safe Person in accordance with the procedure set out in the Policy for a Safe and Dignified EYP.
15. All team leaders<sup>18</sup> are responsible to create and ensure a safe and dignified environment for the members of their team. All officials must act as role models and behave respectfully towards other officials and participants.

*Officials must:*

- a. Maintain a positive and welcoming environment;
- b. Maintain and promote a respectful attitude towards personal differences (cultural or otherwise);
- c. Not engage in any conduct that is unfair or abusive towards others;
- d. Reject any form of discrimination and exclusion, as well as shaming, humiliation or degradation;
- e. Refrain from, discourage and intervene when observing peer pressure to engage in any type of physical or sexual activities with another individual or to drink alcohol;
- f. Taking a stance when any of the above behaviour is witnessed to discontinue it, as well as

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<sup>18</sup> Such as chairpersons, the president, the head organiser(s), and the editors of an event, lead trainer or event leadership, as well as NC president/board members.



reporting it to the Event Safe Person when appropriate.

*Additionally, Team Leaders must*

- a. Be aware of the influence they might exert on other members, officials and especially delegates, due to their position, experience or other;
  - b. Ensure team members feel at ease; respecting their boundaries and not pushing them out of their comfort zone without their consent;
  - c. Provide an enabling environment for individuals personal, social, emotional, moral and intellectual development, as well as ensuring physical safety as far as reasonably practicable;
  - d. Encourage and respect individuals' voices and views;
  - e. Create an environment in which bullying or harassment of any kind are neither encouraged, nor tolerated;
  - f. Avoid sexualised activities or activities with an increased potential for harassment or bullying (mocking, stereotyping, ...);
  - g. Ensure that, if alcohol consumption is allowed and appropriate, it is consumed consensually and in a responsible manner by their team members.
16. Team leaders must inform their team members of the right to receive feedback, and must comply with the specific regulations on submitting evaluations that apply to their position as required by the Policy on Evaluation and Feedback.
  17. Should an Editor or Head Organiser fail to fill and hand in an evaluation as required by the Evaluation and Feedback Policy, they would become ineligible to be selected as officials for three consecutive International Sessions. Such failure is mentioned in the session report.
  18. Should the President fail to fill and hand in an evaluation as required by the Evaluation and Feedback Policy, they would become ineligible to be members of future selection panels. Such failure is mentioned in the session report.
  19. Every official must confirm that they have read and understood the Code of Conduct, the Policy for a Safe and Dignified EYP, Participant Welfare Policy and the Policy on Feedback and Evaluations.

## **Consequences**

20. Violation of this Code of Conduct will result in appropriate disciplinary action at the discretion of the Event Safe Person (in consultation with the session leadership and NOC board) including, but not limited to:
  - a. reprimands;
  - b. expulsion from the event at the participant's own expense (access to any of the program elements or venue is forbidden from then on);
  - c. mention of the behaviour in the participant's evaluation;
  - d. "Inability" to be selected for International Sessions or events organised with the support or involvement of the International Office/Governing Body for a certain amount of time;
  - e. legal action in case of unlawful behaviour;
  - f. indefinite expulsion from the national organisation, either temporary or permanent;



- g. expulsion from all EYP events, both national and international, either temporary or permanent.
21. Complaints in case of serious breach of the policy can lead to further consequences being imposed by the Governing Body, following complaints submitted to the Safe Core Team.



## Annex III: Code of Conduct for Participants in EYP events

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### Preamble

The first step in ensuring all actors in an event abide by their responsibilities is to inform them in a clear manner of them. According to the Welfare Policy, NOCs should ensure participants and officials in their events are informed of the applicable policies, their responsibilities and relevant procedures. This responsibility can be delegated to the Event Safe Person or team leaders.

Further, NOCs must have participants and officials sign a Code of Conduct commitment according to the templates approved by the GB and BNC. The below Code of Conduct represents the minimum applicable standards for all EYP events across the network. NCs can decide to add (but not diminish) obligations presented therein for their national events. It is particularly recommended that NCs add references to any national legislation that is relevant to the event.

This is not only a document that prevents the NOC from being liable to any consequences of misconduct, but is, more importantly, a first contact with the rules of expected behaviour. The code of conduct is a legal document between the National Committee and participants at its events.

The below document must thus be provided by the NOC to all participants, alongside the Welfare Policy and the Policy for a Safe and Dignified EYP. Participants must commit, through signing the Code of Conduct, that they have been informed and understand the responsibilities that fall on them as laid down in the policies and extracted in the Code of Conduct.

For any questions as to the applicability or content of the Code of Content, NOC or organisers can contact the Governing Body at [gb@eyp.org](mailto:gb@eyp.org).



### **Minimum-standard network-wide Code of Conduct for participants**

**Applicability:** Participants includes everyone attending the event, besides guests. For sessions that means delegates and teachers. For all other EYP events beyond sessions it means everyone that is not covered by the Code of Conduct for officials.

#### **Commitment to integrity**

1. Participants are obliged to behave in a way that does not reflect negatively on the EYP, the National Committee and other participants at the event.
2. Participants are obliged to behave in a way that does not reflect negatively on the Organising Committee, and should therefore respect all rules established by the organising team, including, but not limited to:
  - a. participating in all mandatory items of the programme in a timely manner;
  - b. respecting the venues where the event is taking place, and their respective rules;
  - c. not abandoning the group or premises of the event without explicit permission to do so;
  - d. behaving as a representative of the organisation at all stages of the event, even outside the official programme elements.

#### **Behaviour and non-discrimination**

3. Participants must behave respectfully towards other session participants. Expected behaviour includes:
  - a. maintaining a positive and welcoming environment for all participants;
  - b. not engaging in conduct that is unfair or abusive towards others;
  - c. respecting cultural, religious, and personal differences;
  - d. not discriminating any other participant on the basis of their age, sex, gender identity, sexual orientation, physical or mental disabilities, religion, national or ethnic origin, family status, marital status, or any other status.
4. Bullying or harassment of any kind – whether, verbal, non-verbal, physical aggression, sexual or emotional is not tolerated at any events connected with our organisation.

#### **Sexual conduct and relationships**

5. Session participants must respect national laws setting the age of sexual consent.
6. The EYP operates under a clear consent culture. Everything that is not a yes is a no.
7. Participants are expected to promote a safe environment free from sexual misconduct.
8. Session participants cannot engage in any romantic or intimate activity with people in a position of trust towards them. This rule applies in addition to the Policy on Safe and Dignified EYP and the Participant Welfare Policy

#### **Alcohol consumption and drug abuse**

9. The EYP respects national law and limits the use of alcohol and tobacco accordingly.
10. No Session participant should put themselves in a position in which they are unable to fulfil their duties or participate in the session programme due to overindulgence.
11. The consumption or use of any drugs is strictly forbidden at all EYP events.



## **Criminal conduct**

12. Session participants are obliged to comply with the national law of the country where the event is taking place.

## **Duties and responsibilities**

13. Any person who has agreed to chaperone a delegation is responsible for the well-being and good behaviour of said delegation during a session.
14. Every individual should intervene to stop an inappropriate behaviour when observed (be it bullying, harassment or other harmful or dangerous behaviour). Serious and grave incidents should be reported to the Safe Person in accordance with the procedure set out in the Policy for a Safe and Dignified EYP.
15. Every participant must confirm that they have read and understood the Code of Conduct, the Welfare Policy and the Policy for a Safe and Dignified EYP.

## **Consequences**

16. Violation of this Code of Conduct will result in appropriate disciplinary action at the discretion of the Event Safe Person (in consultation with the session leadership and NC board) including, but not limited to:
  - a. reprimands;
  - b. expulsion from the event at the participant's own expense (access to any of the program elements or venue is forbidden from then on);
  - c. mention of the behaviour in the participant's evaluation;
  - d. "Inability" to be selected for International Sessions or events organised with the support or involvement of the International Office/Governing Body for a certain amount of time;
  - e. legal action in case of unlawful behaviour;
  - f. indefinite expulsion from the national organisation, either temporary or permanent;
  - g. expulsion from all EYP events, both national and international, either temporary or permanent.
17. Complaints in case of serious breach of the policy can lead to further consequences being imposed by the Governing Body, following complaints submitted to the Safe Core Team.



## Annex IV: Code of Conduct for Officials in EYP events

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### Preamble

The first step in ensuring all actors in an event abide by their responsibilities is to inform them in a clear manner of them. According to the Welfare Policy, NOCs should ensure participants and officials in their events are informed of the applicable policies, their responsibilities and relevant procedures. This responsibility can be delegated to the Event Safe Person or team leaders.

Further, NOCs must have participants and officials sign a Code of Conduct commitment according to the templates approved by the GB and BNC. The below Code of Conduct represents the minimum applicable standards for all EYP events across the network. NCs can decide to add (but not diminish) obligations presented therein for their national events. It is particularly recommended that NCs add references to any national legislation that is relevant to the event.

This is not only a document that prevents the NOC from being liable to any consequences of misconduct, but is, more importantly, a first contact with the rules of expected behaviour. The code of conduct is a legal document between the National Committee and participants at its events.

The below document must thus be provided by the NOC to all participants, alongside the Welfare Policy, the Policy for a Safe and Dignified EYP, as well as the Policy on Feedback and Evaluations. Officials must commit, through signing the Code of Conduct, that they have been informed and understand the responsibilities that fall on them as laid down in the policies and extracted in the Code of Conduct.

For any questions as to the applicability or content of the Code of Content, NOC or organisers can contact the Governing Body at [gb@eyp.org](mailto:gb@eyp.org).



### **Minimum-standard network-wide Code of Conduct for officials**

**Applicability:** Officials includes anyone attending the event in an official capacity. This means all members of the Chairs team, the Organising team and the Media team, jury members, trainers as well as representatives from the Governing Body, the International Office and National Committee board members. The definition also includes any individual representing a structure of the NC or international governance (council members, regional boards etc.)

#### **Commitment to integrity**

1. Officials are obliged to behave in a way that does not reflect negatively on the EYP, the National Committee and other participants at the event.
2. Officials are obliged to behave in a way that does not reflect negatively on the Organising Committee and National Committee, and should therefore respect all rules established by the organising team, including, but not limited to:
  - a. participating in all mandatory items of the programme in a timely manner;
  - b. respecting the venues where the event is taking place, and their respective rules;
  - c. not abandoning the group or premises of the event without explicit permission to do so from the team leader or NOC;
  - d. behaving as a representative of the organisation at all stages of the event, even outside of the official programme elements.

#### **Behaviour and non-discrimination**

3. Session officials must act as role models and behave respectfully towards other session participants. Expected behaviour includes:
  - a. maintaining a positive and welcoming environment for all participants;
  - b. not engaging in conduct that is unfair or abusive towards others;
  - c. respecting cultural, religious, and personal differences;
  - d. not discriminating any other participant on the basis of their age, sex, gender identity, sexual orientation, physical or mental disabilities, religion, national or ethnic origin, family status, marital status, or any other status.
4. Bullying or harassment of any kind – whether, verbal, non-verbal, physical aggression, sexual or emotional – is not tolerated at any events connected with our organisation.

#### **Sexual conduct and relationships**

5. Officials are forbidden to engage in any romantic or intimate activity with another person, when they are in a position of trust in relation to that person (this would include officials in relation to participants (e.g. delegates, trainees), but also officials in a leadership position in relation to the officials where there is a hierarchical position and/or involvement in one's evaluation process. In concrete terms, this includes relations between:
  - a. Officials towards delegates;
  - b. President, Head Organisers, Head of Jury, and Editors towards other officials;



- c. Vice-presidents with chairpersons;
  - d. Editor assistants with members of the media team;
  - e. GB members, IO team and NC board with any session participant or official.
6. Breach of this trust placed on a team leader must be indicated in the official's evaluation after the event.
  7. Session officials must respect national laws setting the age of sexual consent.
  8. The EYP operates under a clear consent culture. Everything that is not a yes is a no.
  9. Officials, team leaders and the NOC are expected to promote and ensure a safe environment free from sexual misconduct as stated in the Participant Welfare Policy.

### **Alcohol consumption and drug abuse**

10. The EYP respects national law and limits the use of alcohol and tobacco accordingly.
11. Any official attending an event should not put themselves in a position in which they are unable to fulfil their duties or participate in the session programme due to overindulgence.
12. The consumption or use of any drugs is strictly forbidden at all EYP events.

### **Criminal conduct**

13. Event officials are obliged to comply with the national law of the country where the event is taking place.

### **Duties and responsibilities**

14. Every individual should intervene to stop an inappropriate behaviour when observed (be it bullying or harassment or other harmful or dangerous behaviour). Serious and grave incidents should be reported to the Safe Person in accordance with the procedure set out in the Policy for a Safe and Dignified EYP.
15. All team leaders<sup>19</sup> are responsible to create and ensure a safe and dignified environment for the members of their team. All officials must act as role models and behave respectfully towards other officials and participants.
16. Team leaders must inform their team members of the right to receive feedback, and must comply with the specific regulations that apply to their position as required by the Policy on Evaluation and Feedback.

*Officials must:*

- a. Maintain a positive and welcoming environment;
- b. Maintain and promote a respectful attitude towards personal differences (cultural or otherwise);
- c. Not engage in any conduct that is unfair or abusive towards others;
- d. Reject any form of discrimination and exclusion, as well as shaming, humiliation or degradation;
- e. Refrain from, discourage and intervene when observing peer pressure to engage in any type of physical or sexual activities with another individual or to drink alcohol;
- f. Taking a stance when any of the above behaviour is witnessed to discontinue it, as well as reporting it to the Event Safe Person when appropriate.

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<sup>19</sup> Such as chairpersons, the president, the head organiser(s), and the editors of an event, lead trainer or event leadership, as well as NC president/board members.



*Additionally, Team Leaders must*

- a. Be aware of the influence they might exert on other members, officials and especially delegates, due to their position, experience or other;
  - b. Ensure team members feel at ease; respecting their boundaries and not pushing them out of their comfort zone without their consent;
  - c. Provide an enabling environment for individuals personal, social, emotional, moral and intellectual development, as well as ensuring physical safety as far as reasonably practicable;
  - d. Encourage and respect individuals' voices and views;
  - e. Create an environment in which bullying or harassment of any kind are neither encouraged, not tolerated;
  - f. Avoid sexualised activities or activities with an increased potential for harassment or bullying (mocking, stereotyping, ...);
  - g. Ensure that, if alcohol consumption is allowed and appropriate, it is consumed consensually and in a responsible manner by their team members.
17. Every official must confirm that they have read and understood the Code of Conduct, the Policy for a Safe and Dignified EYP, the Welfare Policy and the Policy on Feedback and Evaluation.

### **Consequences**

18. Violation of this Code of Conduct will result in appropriate disciplinary action at the discretion of the Event Safe Person (in consultation with the session leadership and NOC board) including, but not limited to:
- a. reprimands;
  - b. expulsion from the event at the participant's own expense (access to any of the program elements or venue is forbidden from then on);
  - c. mention of the behaviour in the participant's evaluation;
  - d. "Inability" to be selected for International Sessions or events organised with the support or involvement of the International Office/Governing Body for a certain amount of time;
  - e. legal action in case of unlawful behaviour;
  - f. indefinite expulsion from the national organisation, either temporary or permanent;
  - g. expulsion from all EYP events, both national and international, either temporary or permanent.
19. Complaints in case of serious breach of the policy can lead to further consequences being imposed by the Governing Body, following complaints submitted to the Safe Core Team.