

Based on article 18 from the Law on Associations and Foundations (Official Gazette of Republic of Macedonia no. 52/2010, 135/2011 and 55/2016), the Assembly on its session which was held on 07.12.2020, has adopted:

## **STATUTE**

### **Of the association for Sustainable Development SFERA INTERNATIONAL- Bitola**

#### **CLEARED TEXT**

#### **I. GENERAL PROVISIONS**

##### **Article 1**

The association for Sustainable Development SFERA INTERNATIONAL – Bitola (hereinafter: SFERA INTERNATIONAL- Bitola) is an association of youth and all other citizens of the municipality of Bitola in order to carry out activities which will improve the information of citizens for environmental protection and a healthy life through their participation in the activities.

##### **Article 2**

The citizens unite in the Association for Sustainable Development SFERA INTERNATIONAL – Bitola in order to achieve wider social interest, through which the professional and other assistance needs are met.

##### **Article 3**

The Association for Sustainable Development SFERA INTERNATIONAL – Bitola as an association will achieve its goals, tasks and activities in accordance with the relations established by the Constitution of the Republic of North Macedonia with this Statute, as well as other legal norms which govern the matter from this area.

#### **Article 4**

The name of the Association is an Association for Sustainable Development SFERA INTERNATIONAL – Bitola. The abbreviated name of the Association is SFERA INTERNATIONAL – Bitola.

In English, the name is Association for Sustainable Development SFERA INTERNATIONAL – Bitola. The abbreviated name in English is SFERA INTERNATIONAL – Bitola.

#### **Article 5**

The headquarters of the Association for Sustainable Development SFERA INTERNATIONAL is at ul.Solunska No.151- Bitola.

The headquarter of the Association is at ul.Vlatko Milenkoski No.22 and it is organized and operates on the territory of the entire Republic of North Macedonia.

#### **Article 6**

The sign of the Association for Sustainable Development SFERA INTERNATIONAL – Bitola, is a logo which is recognizable for the environmental organizations and in the middle of the logo are placed the colours that reflect the three basic substances: earth, air and water, and around it written down the name of the organization, an Association for Sustainable Development – SFERA INTERNATIONAL – Bitola.

#### **Article 7**

The Association SFERA international from Bitola has the capacity of a legal entity with all the rights, obligations and responsibilities arising from the Statute and legal regulations.

The Association for Sustainable Development SFERA INTERNATIONAL – Bitola has its own seal. The seal of the Association for Sustainable Development SFERA INTERNATIONAL – Bitola has a circular shape and inside it is written the text Association for Sustainable Development SFERA INTERNATIONAL – Bitola, in the lower part of the seal it is written “Association for Sustainable Development SFERA INTERNATIONAL Bitola, and in the middle it is the logo of the organization.

The Association for Sustainable Development SFERA INTERNATIONAL – Bitola has a rectangular stamp with the following content Association for Sustainable Development SFERA INTERNATIONAL – Bitola.

No. \_\_\_\_\_  
\_\_\_\_\_20\_\_\_\_\_

BITOLA

## **II. OBJECTIVES AND TASKS**

### **Article 8**

Vision

The vision of the Association for Sustainable Development SFERA INTERNATIONAL – Bitola is a clean, ecological environment in the Republic of North Macedonia, and utilization of alternative energy sources.

### **Article 9**

Mission

The Association for Sustainable Development SFERA INTERNATIONAL – Bitola through a non-formal education encourages the practice of healthy living, care for the environment, active participation of the young people in the Republic of North Macedonia and volunteering.

### **Article 10**

The main goal of the Association for Sustainable Development SFERA INTERNATIONAL – Bitola is to educate the population about environmental protection, cultural as well as natural heritage, in order to increase the awareness of all age groups about the importance of healthy living and the benefits which result from it.

## **Article 11**

The Association, in particular, has the following goals and objectives:

- Protection of the environment, cultural and natural heritage;
- promoting sustainable development and utilization of alternative energy sources;
- promoting a healthy life – sports, healthy diet
- developing of professional and leadership skills among the young citizens;
- education of young people in the field of crisis management (floods, earthquakes, fires, erosion, and other natural disasters);
- promoting non-formal education and encouraging the creation of youth support systems at local, national and international level;
- promotion of youth activism, youth information and active citizenship among young people;
- raising awareness of equality, tolerance, democracy and introducing young people to human rights;
- supporting and facilitating the Europeanization Process of the Republic of North Macedonia
- providing primary free legal aid to citizens from vulnerable categories

## **Article 12**

Basic values:

- Environmental responsibility
- Ecology and recycling
- Sustainable development
- Healthy life
- Human and youth rights
- Volunteering

- Tolerance
- Intercultural dialogue
- Democracy
- Emancipation of the young people
- Active citizenship

### **Article 13**

#### Methodology

Cooperation with universities and other educational and cultural institutions, state institutions, international organizations and other organizations in the country and abroad;

- Research activity in the field of action
- Holding and organizing training courses, seminars, workshops, round tables and other forms of debates and trainings;
- Organizing debates, discussions, campaigns, promotions and other forms of actions;
- Preparation and publication in both printed and electronic form;
- Establishment of a database, which can be used to achieve the goals.
- The association can be a member and open new representative offices, subsidiaries and established branches of the organization outside the Republic of North Macedonia

The association can also operate according to the NCA, and will operate in these following areas:

- 94.99 – Activities of other membership organizations, not mentioned elsewhere.
- 85.59 – Education not mentioned elsewhere.

### **III. MEMBERSHIP IN THE ASSOCIATION**

#### **Article 14**

Any citizen can be a member of the Association in a manner and under the conditions which are provided by law and the Statute of the association.

One can become a member of the association with free and voluntary expressed will, getting acquainted with the content and accepting the statute and the other acts of the Association and signing an application form.

#### **Article 15**

Membership in the Association terminates with a written statement from the member, an application form and a decision from the Board of Directors. Upon termination of membership, the application form must be returned to him/her.

### **IV. REPRESENTATION OF THE ASSOCIATION**

#### **Article 16**

The association for Sustainable Development SFERA INTERNATIONAL – Bitola is represented by the president. The work of the president is in accordance with the law and the working conditions given by the Republic of North Macedonia.

### **V. PUBLICITY OF THE WORK AND INFORMATION**

#### **Article 17**

The work of the Association for Sustainable Development SFERA INTERNATIONAL – Bitola is public. The publicity in the work is provided by a regular reporting (to the members, other associations or the general public), for the work and activities of the Association, with an insight in the implementation of the program tasks, by submitting a report on the work of the bodies of the Association, for material-financial work and else.

The press , radio , television and websites <http://sferainternational.org> and <http://www.facebook.com/SferaInternational> are used to inform members and the general public.

## **VI. FINANCES OF THE ASSOCIATION FOR SUSTAINABLE DEVELOPMENT SFERA INTERNATIONAL -BITOLA**

### **Article 18**

The association realizes funds from:

- Membership fee
- Donations, voluntary contributions
- Budget of the Republic of Macedonia and the local governments
- Providing services to other associations, organizations and institutions
- Commissions from the bodies and organizations
- Communities from other institutions
- Trade companies and other legal entities;
- Other services (property rights, etc...)
- Other sources provided by the Law and the Statute

### **Article 19**

The funds of the Association for Sustainable Development SFERA INTERNATIONAL – Bitola are used for specific purposes, tasks and activities, in accordance with the Statute and the general acts of the Association for Sustainable Development SFERA INTERNATIONAL- Bitola and in accordance with the conditions and boundaries of the donors.

Excess revenues over expenditures (profits) realized by the Association for Sustainable Development SFERA INTERNATIONAL – Bitola must not be distributed as such to any person, but it should be used exclusively for achieving the goals, tasks and activities of the Association for Sustainable Development SFERA INTERNATIONAL – Bitola and it is decided by the bodies of the Association.

### **Article 20**

The financial year corresponds with the calendar year.

The amount and the manner of funds distribution of the Association for Sustainable Development SFERA INTERNATIONAL – Bitola are determined every year with the financial plan, based on the annual work plan.

The financial plan contains the income obtained under Article 19 of the Statute, as well as the expenses for the social activity, employees' salaries, materials, operating expenses of the Association and other expenses related to the work of the Association. The financial plan can be changed at any time.

The Financial plan is adopted by the Board of Directors, at the proposal of the president.

The financial plan for each year is adopted at the end of the current calendar year, for the upcoming year.

#### **Article 21**

The Board of Directors will manage the financial resources of the Association for Sustainable Development SFERA INTERNATIONAL – Bitola , in accordance with the positive legal regulations, in order to achieve a balance of the revenues and expenditures.

The financial acts of the Association for Sustainable Development SFERA INTERNATIONAL – Bitola are signed by president and/ or another authorized person.

#### **Article 22**

The Association for Sustainable Development SFERA INTERNATIONAL – Bitola can establish periodical publications to achieve its goals and tasks.

### **VII. ORGANIZATIONAL STRUCTURE**

#### **Article 23**

The bodies of the Association for Sustainable Development SFERA INTERNATIONAL – Bitola are:

1. Assembly
2. President
3. Board of Directors



## **1. Assembly**

### **Article 24**

The Assembly of the Association for Sustainable Development SFERA INTERNATIONAL – Bitola (hereinafter: the Assembly) are all members of the Association.

Members of the Parliament should be representative in terms of gender, age, ethnicity, religion, geographical region, relevant skills and knowledge.

The Assembly elects a President for a 4 year-term with the right of re-election. The President represents the Association.

The Assembly meets whenever necessary, at least once a year.

### **Article 25**

The Election Assembly is convened every 4 years and the constitution of the bodies must be done 30 days before the expiration of the mandate of the bodies' members.

The invitation with the materials for the agenda in a written form shall be submitted at least 7 days before the meeting.

### **Article 26**

At the elective Assembly are elected the following:

- Working presidency of three members
- Recorder
- Two certifiers of the recorder
- Governing bodies of the Association

### **Article 27**

The Assembly of the Association for Sustainable Development SFERA INTERNATIONAL – Bitola :

- Adopts, amends and supplements the Statute
- Adopts the general policy and strategy

- Prepares an annual work report and financial report, as well as receives the independent auditor's report
- Elects management board's members
- Decides on merging with other organizations and membership in the Association for Sustainable Development SFERA INTERNATIONAL – Bitola in domestic and international unions and organizations
- Performs other activities in accordance with the Statute and general acts of the Association for Sustainable Development SFERA INTERNATIONAL – Bitola.
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### **Article 28**

The Assembly works on meetings/ sessions. The Assembly meets at least once in a year. The sessions of the Assembly are convened by the President of the Assembly on his/her own initiative.

The meetings of the Assembly are convened upon the proposal of the Board of Directors of the Association or from 1/5 of the total number of members of the Assembly.

If the President of the Assembly does not convene a meeting within 14 days from the day of the given proposal, the meeting is convened by the Management board or the initiators.

The manner of convening the meetings of the Assembly of the Association is determined by the Rules of Procedure of the Assembly.

### **Article 29**

The Assembly of the Association for Sustainable Development SFERA INTERNATIONAL – Bitola elects the Board of Directors from the ranks of its members at regular or exceptional meetings.

### **Article 30**

The Assembly can fully decide if one half of the total members are present at the meeting.

The Assembly, at all times, makes decisions by majority votes of the present members.

The Assembly decides by a public vote, if necessary and on the proposal of 1/3 of the members/delegates, the voting can be conducted secretly.

The members of Assembly at all times should have the goals and interests of the Association above the individual or other special goals of any other party.

## **2. Board of Directors**

### **Article 31**

The Board of Directors consists of a chairman, a vice chairman, a secretary and at least two other members.

The president has a one-year term with the right of re-election for another term. After the end of his/her mandate, the president has the function of a vice chairman.

The mandate of the members of the Executive Board last four years.

The executive board elects a president from its members for a period of 4 years with the possibility of re-election, until the period of the newly elected president.

The President of the Executive Board is also the President of the Assembly of the Association and the president of the Association. He/ She represents the Association and is the ordering party in the field of material and financial operations of the company.

### **Article 32**

The President of the Management Board convenes the sessions of the Management Board, proposes an agenda and leads the meetings.

In case of absence of the President of the Management Board at the meeting, he/ she is replaced by one of the members of the Management Board upon the proposal of the President.

The president is obliged to convene a meeting of the Board of Directors at least twice a year, if necessary, several times upon the request of  $\frac{1}{2}$  of the members of the Board of Directors.

### **Article 33**

The members of the Management Board are elected individually by the Assembly, with the majority of the number of members in the Assembly who have voted, but not less than one third from the total number of members.

A candidate for a member of the Management Board can be nominated by at least two members of the Assembly.

### **Article 34**

The Board of Directors of the Association for Sustainable Development SFERA INTERNATIONAL – Bitola:

- Adopts perspective and annual programs as well as work plans;
- Adopts a financial plan;
- Adopts the annual account;
- Takes measures to ensure the effective and rational execution of the program;
- Decides on the funds of the Association for Sustainable Development SFERA INTERNATIONAL- Bitola within the financial plan;
- Decides on the establishment of awards and recognitions;
- Adopts acts which regulate the work of the Executive Office;
- Appoints the Executive Director
- Establishes trade companies and other legal entities;
- Performs other activities in accordance with the Statute and the general acts of the Association for Sustainable Development SFERA INTERNATIONAL – Bitola

### **Article 35**

The Chairman of the Management Board manages the work of the Management Board and it is responsible for its work. The Chairman of the Management Board is also a Chairman of the Assembly.

In case of absence and impediment of the Chairman, he/she is replaced by the Deputy Chairman.

### **Article 36**

In order to examine the issues within its competence, the Management Board forms commissions and other working bodies, which are formed as permanent or temporary.

## **VIII. TERMINATION OF WORK**

### **Article 37**

The Association for Sustainable Development SFERA INTERNATIONAL – Bitola terminates its work, if the Council decides with a two-thirds majority of the total number of members in two consecutive meetings, the second of which will be held within one to two years from the first one.

Association for Sustainable Development SFERA INTERNATIONAL – Bitola ceases to operate in accordance with the positive legal regulations.

### **Article 38**

In case of termination of the work of the Association for Sustainable Development SFERA INTERNATIONAL – Bitola, the property and the funds which remain after the settlement of the liabilities are at the disposal of the Republic of North Macedonia.

## **IX. TRANSITIONAL AND FINAL PROVISIONS**

### **Article 39**

The interpretation of the provision of this Statute is given by the Assembly of the Association and between the two Assemblies, the Board of Directors of the Association.

### **Article 40**

Amendments to this Statute are made in the same procedure as for its adoption.

### **Article 41**

This Statute enters into force on the eighth day of its publication.

President of the Association for Sustainable Development SFERA  
INTERNATIONAL- Bitola  
Milcho Duli

