

[TRANSLATION]

RULEBOOK OF YOUTH FORUM OF NAŠA STRANKA

GENERAL PROVISIONS

Article 1

(1) The Rulebook of Youth Forum of Naša stranka (hereinafter: The Youth Forum) regulates its name, logo, headquarters, goals, the rights and obligations of its members, its internal organization, and bodies, as well as the provisions on their election, dismissal and term of office, the organization of local and cantonal organizations and other matters relevant for the work of the Youth Forum.

(2) On the matters of the work and actions of the Youth Forum that are not regulated through this Rulebook, the Statute of Naša stranka shall be applied accordingly (hereinafter: NS).

(3) The terminological use of masculine or feminine gender in this Rulebook implies the inclusion of both genders.

Article 2

(1) The Youth Forum is a body of NS that gathers NS members up to the age of 30 and acts in accordance with the Rulebook of Youth Forum and the Statute of NS.

(2) The Youth Forum is autonomous in its work, the organization of its own activities as well as in the election of its bodies.

(3) The Youth Forum, as a body of NS, aims for the realization of program goals of NS and the policies of the Youth Forum.

(4) The Youth Forum acts in accordance with its policies with the goal to gather as many young people as possible, to resolve key youth issues defined through the policies of the Youth Forum, as well as the spreading of the social-liberal ideas.

Article 3

(1) The work of the Youth Forum is public in principle

(2) The public presence may be restricted in exceptional cases.

(3) As exceptional cases are considered the discussions about internal organizational issues and issues that are declared as secret by Presidency of NS.

NAME, LOGO, AND SIEGE

Article 4

(1) The entire name of the Youth Forum is: Forum mladih Naše stranke, or its abbreviation: FMNS.

(2) In its work outside the territory of Bosnia and Herzegovina, the Youth Forum also uses the name: Youth Forum of Naša stranka, or its abbreviation YFNS.

Article 5

- (1) The Youth Forum has its own logo.
- (2) The appearance of the logo is an integral part of this Rulebook.
- (3) The Presidency of the Youth Forum shall regulate the use of the logo through a special decree, as well as its graphic standards.

Article 6

The headquarters of the Youth Forum is in Sarajevo, Branilaca Sarajeva 5/1, in the headquarters of NS.

MEMBERSHIP

Article 7

- (1) As a member of the Youth Forum is considered every person who signed the online application form, and that is between age of 16 and 30.
- (2) By signing the application form, the member expresses its acceptance of the Youth Forum Rulebook and the membership rights and obligations.
- (3) Every member of the Youth Forum belongs to the local or cantonal organization of Youth Forum according to their place of residency and has a potential of being a member of the local organization of NS.

Article 8

- (1) Rights and obligations of a member are derived from their commitment to be actively involved in the achievement of the program goals of the Youth Forum
- (2) It is an obligation of the Youth Forum members to comply with the decrees of the NS Statute and the Youth Forum Rulebook, to participate actively in the work of the Youth Forum's organization and bodies, to participate in the determining of programs and activities as well as the way to implement them, to directly be involved in the task realization.
- (3) It is the right of every member to: actively and equally participate in the debates that are held during the Youth Forum's and other NS bodies' sessions, to actively participate in the decision-making process under the responsibility of its core organization, the Youth Forum, the bodies of which they are a member, to suggest, elect and be elected to every Youth Forum's body, to direct work related suggestions and questions and to ask for replies and answers, to participate in the Youth Forum activities in accordance with their own proclivities and interests.

Article 9

(1) One's membership to the Youth Forum ceases through:

- the withdrawal from membership by the personal request of the member,
- expulsion,
- joining another political party, running on the list of another political party, or running as independent without the consent of the Youth Forum Presidency and/ or Presidency of NS,
- death.

(2) Term of a member that holds an office in the bodies of Youth Forum ends when their turn thirty years of age.

BODIES AND ORGANS

Article 10

(1) The Youth Forum's organs are:

- The Congress,
- The Presidency.

THE CONGRESS

Article 11

(1) The Congress of the Youth Forum (hereinafter the Congress) is the highest organ of the Youth Forum.

(2) The Congress can be regular (elected or reporting-themed) and extraordinary (elected or reporting-themed).

(3) The regular Congress is held every two years.

(4) The reporting-themed Congress shall be held according to needs, based on the decision of the Youth Forum's Presidency.

(5) The Congress shall be convened by the Youth Forum's President or the Youth Forum's Presidency.

(6) The Youth Forum's President is under the obligation to convene the Congress at the request of at least five local or three cantonal Youth Forum organizations, or at the request of at least 2/3 of the Presidency members.

Article 12

(1) The Congress is amenable to:

- Adopt the Youth Forum Rulebook,
- Make decisions, declarations, and other acts in the scope of its competences,
- Discuss and decide about international and regional cooperation with other parties' political groups,
- Discuss and decide about the accession to international youth organizations and acting in their scope, with the approval of NS's Main Board,
- Discuss and accept reports on the work of the Youth Forum's Presidency,
- Dismiss and elect the Youth Forum's President through secret ballot,
- Carry on other activities determined by the Rulebook.

(2) The work of the Congress is determined through a Rulebook the Congress votes at the beginning of its term, at the suggestion of the President.

THE YOUTH FORUM'S PRESIDENCY

Article 13

(1) The Youth Forum's Presidency (hereinafter: The Presidency) consists of:

- The President,
- The Vice-president,
- The Secretary.
- two representatives from the cantonal Youth Forum.
- one representative from the local Youth Forum, under the conditions that there is no cantonal Youth Forum above the local one.

(2) In the electing of the President, the Vice-president, the Secretary, and the international Secretary, it is necessary to adopt maximum effort to realize an equal representation of both genders.

(3) The cantonal Youth Forum's representatives shall be opposite gender individuals.

Article 14

(1) The Presidency;

- Manages the Youth Forum between two Congresses,
- Adopts documents that determine the work of the Presidency,

- Appoints the Secretary,
- Appoints the international Secretary,
- Appoints a representative to the NS Presidency,
- Founds interest committees and coordinates their work,
- Organizes and encourages the additional education of the Youth Forum's members,
- Decides upon the founding and dismissal of local and cantonal Youth Forum,
- Adopts conclusions that are binding to all the bodies of the Youth Forum as well as indicative operations programs and working plans.

Article 15

(1) The Presidency may decide on the annulment of elections and the dissolution of local and cantonal Youth Forum organizations and convene a Membership Assembly in the said organizations.

(2) In the event of the election annulment of one of its bodies, the Presidency must adopt measures to ensure the well-functioning of the organization and determine senior level responsibilities in the process.

(3) Until the election of the new bodies, the Presidency shall appoint a commissioner or a commission that holds the obligation to organize a membership assembly within 90 days.

(4) A proposal to annul an election or dismiss a local or cantonal organization Youth Forum organ can be submitted by the President of 1/3 of the Presidency members.

(5) The Presidency can decide to dismiss Youth Forum local or cantonal organizations in the case of:

- A gross violation or failure to act in accordance with the decrees of the Youth Forum Rulebook, the NS Statute or the decisions of the Youth Forum bodies,
- Non-fulfillment of duties arising from the higher bodies of the Youth Forum,
- Actions that are against the basic political and program goals of the Youth Forum and NS.

(6) A body that has been dissolved may file an appeal against the decision within 10 (ten) days to NS's Main Board that will decide at the first next session. The Main Board's decision is final.

THE PRESIDENT AND THE VICE-PRESIDENT

Article 16

- (1) The Youth Forum President is appointed by the Congress.
- (2) The President's duties are:
 - To represent the Youth Forum to the public,
 - To convene sessions of the Presidency,
 - To perform tasks related to the connection and the coordination of the work of the Youth Forum's organs,
 - To initiate and overlook the realization of the decisions made by the organs of the Youth Forum,
 - To implement the Presidency's decisions.
- (3) The Youth Forum's President cannot be the president of a local and cantonal Youth Forum at the same time.

Article 17

- (1) The Youth Forum's Vice-President is elected by the Congress.
- (2) The duties of the Vice-President are:
 - To substitute the President in their absence and under their authority.
 - To be responsible of the strengthening of the organization and the success of its activities according to the task distribution adopted by the Presidency,
 - To take care of other tasks entrusted to them by the Presidency.

THE SECRETARY

Article 18

- (1) The Secretary is appointed by the Presidency on the suggestion of the President at the first constituent session.
- (2) The Secretary does not have to be elected from among the members of the Presidency.
- (3) The duties of the Secretary are:
 - To keep record of the sessions of the Presidency,
 - To keep record of the membership.

THE INTERNATIONAL SECRETARY

Article 19

- (1) The International Secretary shall be appointed by the Presidency on the suggestion of the President or at least 1/3 of the members of the Presidency at the first constituent session.
- (2) The International Secretary shall be elected from among the members of the Presidency.
- (3) The International Secretary's duties are:
 - To represent the Youth Forum in international organizations the Youth Forum is a member of,
 - To establish a cooperation with other young people belonging to political parties in the region, Europe, and the World,
 - To submit a report on the Youth Forum's status and activities in international and regional organizations the Youth Forum is a member of,
 - To inform the other members of the Youth Forum about the activities in which they can take part in the scope of organizing international and regional organizations the Youth Forum is a member of.

THE REPRESENTATIVE IN THE NS PRESIDENCY

Article 20

- (1) The Youth Forum Representative to the NS Presidency shall be appointed by the Presidency on the suggestion of the President or at least 1/3 of the members of the Presidency at the first constituent sessions.
- (2) The Representative shall be elected from among the members of the Presidency.
- (3) The Representative's duties are:
 - To support the decisions made by the Presidency,
 - To defend the interests of the Youth Forum's members,
 - To submit regular reports from the NS Presidency to the Youth Forum Presidency.

PRESIDENCY SESSIONS

Article 21 (The convening of sessions)

- (1) The sessions of the Presidency shall be convened and chaired by the President of the Youth Forum.
- (2) The sessions of the Presidency shall be held at least once every three months or earlier upon request from the President, the Secretary or at least 1/3 of the members of the

Presidency. Upon request of 1/3 of the members of the Presidency, the President is under the obligation to convene a session within 7 days from the date of receipt of the request.

(3) The agenda for the session, as well as the preparation of written materials that will be on the agenda are determined by the President of the Youth Forum in collaboration with the Secretary. Agenda proposals are submitted by the members to the President who proposes the agenda of each session.

(4) The agenda of an extraordinary session shall only include the issues for the purpose of which the session has been convened. The agenda of the extraordinary session cannot be supplemented, and it is not subject to vote. The item on the agenda is briefly presented and submitted for debate by the member of the Presidency that proposed it.

(5) Presidency members are under the obligation to attend the sessions. In the case of inability to attend, every member must justify their absence 24 hours before the beginning of the session.

(6) The Presidency makes valid decisions by a simple majority of those present under the condition that the session counts more than half of the total number of members of the Presidency.

(7) When deciding, all the votes sent electronically (e-mail or Skype) or via telephone (phone call or text message) shall be considered, under the condition that the members voting that way have a justified reason not to attend the meeting, and are aware of the agenda, that is, the vote subject.

(8) The Secretary of the Presidency is obliged to determine the technical conditions for that voting method and to notify the President in a timely manner,

(9) A record of the Presidency session shall be kept and delivered to every member of the Presidency for vote.

(10) The record is to be signed by the President and the Secretary. The record is kept by the Secretary, and in case of the absence of the latter, the President appoints a clerk at the beginning of the session.

Article 22 (The course of the sessions)

(1) A discussion can be held for every item on the Presidency agenda if needed.

(2) The discussions are limited to comments and replies of the interested Presidency member, after what a conclusion is to be reached.

(3) A discussion comment is limited to a maximum of 10 minutes of time. A replica to a comment is limited to 5 minutes. The reply to the replica is limited to 2 minutes.

(4) At the request of the Presidency members, the President must take a break of 5 minutes.

(5) Every member is obliged to be careful about the way of communicating, which means:

- not to use inappropriate words during the discussion,
- insulting,
- to have as elaborated presentations as possible,
- to have as much respect for a gender sensitive language as possible,
- to not interrupt someone else's presentation unless it is exceeding the time limit defined by the paragraph 3 of this Article.

Article 23 (The communication)

(1) Electronic communication is allowed between the members of the Presidency only in emergency cases, under the circumstances that members are prevented from attending the Presidency session, and on the initiative of the President of the Youth Forum.

(2) All the Presidency members are obliged to, in the event of an electronic inquiry about a certain topic, answer, that is, give their opinion and possible suggestions within 2 days from the day the e-mail was sent.

(3) The e-mail communication is obligatorily open and available to all the Presidency members.

Article 24 (Interest committees)

(1) The Presidency may appoint interest committees having three or more members, according to the needs. At the head of these bodies is chosen a coordinator that organizes and coordinated the work and is responsible for the work results of the interest committee.

(2) The coordinator of the interest committee is obliged to, according to needs, submit written reports to the Secretary or to inform the Presidency during their session.

THE ORGANISATION'S STRUCTURE

Article 25

(1) The Youth Forum is taking place on local and cantonal levels.

(2) The activities of these organizations shall be regulated by the Rules of Procedure of each of the organization, in accordance with the Rules of Procedure of the NS Youth Forum.

THE LOCAL BOARD OF THE YOUTH FORUM

Article 26

(1) For the establishment of a Youth Forum Local board (hereinafter: local board), 5 members are needed, including the President, Vice-President, and Secretary.

(2) The Presidency confirms the establishment of a local board after the President submits a Rule of Procedures and the names of the President, Vice-President, and the other members of the local board.

(3) The President of a Local Board cannot be the president of a Youth Forum cantonal board at the same time.

THE YOUTH FORUM CANTONAL BOARD

Article 27

(1) For the establishment of a Youth Forum Cantonal Committee (hereinafter Cantonal Committee) a minimum of 11 (eleven) members is required, including the president, vice-president, and secretary.

(2) The Presidency confirms the establishment of a Cantonal Committee after the President submits its rules of procedure and the names of the president, vice-president, and the other members of the Cantonal board.

(3) According to the Article 32 of NS' Statute, the president of a Cantonal board is a member of the NS Main Board.

DECISION MAKING IN THE YOUTH FORUM

Article 28

(1) The decisions of one of the Youth Forum bodies are made during the sessions of that body, through public or secret voting, and are binding.

(2) The decisions about the voting method shall be made by the Youth Forum organ through public voting.

(3) For the validity and rightfulness of the work and voting inside the Youth Forum's bodies, the respect of the quorum is necessary. That condition is met if more than half of the total number of the board members are present.

Article 29

(1) The decisions in the Youth Forum organs are made by a majority vote of the present members, except in the cases expressly referred to in this Rulebook.

(2) The election of the Youth Forum's bodies' members shall be done through secret ballot.

CANDIDACY PROCEDURES

Article 30

(1) When nominating members of the Youth Forum's bodies, it is necessary to consider the gender and territorial representation when possible.

(2) Each member of the Youth Forum has the right to propose, elect and be elected to all the bodies of the Youth Forum, and no other Youth Forum organ can through its decisions or acts limit this right.

THE TERM OF OFFICE AND INCOMPATIBILITY OF DUTIES

Article 31

(1) In case of incompatibility of duties or inability of serving, the acting official will be appointed, if there is no provided substitute according to this Rulebook.

(2) Incompatibility of duties defines as performing multiple duties in the same organization structure, performing multiple duties in the same organ or body, and also the incompatibility of duties defined in the Statute of NS.

(3) Term in office at all organization structures is two years till the day of appointment, with possibility of reappointment, but not more than four years in total.

FINANCING

Article 32

Activities of the activities of the Youth Forum are funded form:

- funds of Naša stranka,
- Youth Forum own projects,
- donations.

REPORTING

Article 33

(1) Presidents of the local and cantonal boards are reporting about their work in the prewise year to the Presidency till February 1 of the current year.

(2) President of the Youth Forum are reporting to the Presidency of the Naša stranka and to the local and cantonal organization till the March 1 of the current year.

FINAL PROVISIONS

Article 34

(1) Process of making amendments to this Rulebook is the same as process of making and adopting this Rulebook.

(2) By adopting this Rulebook, all Rules of Procedures of the local and cantonal organizations shall cease to have effect.

(3) Organs of the Youth Forum are obligated to align their structure and organization to this Rulebook.

(4) In the case of ambiguity of provisions of the Rulebook, the Statute of NS is to be applied by analogy.

(5) Youth Forum management has the jurisdiction for interpretation of this Rulebook in the first instance and the Presidency of the Naša stranka in the second instance.

Article 35

This Rulebook shall enter into force on the day of its adoption and use of it starts on the day of its adoption.